



CONSTITUTION

**CHEVROLET PERFORMANCE
ASSOCIATION OF SA INC**

ESTABLISHED 1992

ISSUE 12

UPDATED JUNE 2019

CONTENTS

Chapter	Definition	Page
0.00	Summary of Amendments	4
1.00	Name	5
2.00	Definitions	5
3.00	Objectives	5
4.00	Functions	6
5.00	Affiliations	6
6.00	Structure of CPA And Voting Rights	6
7.00	Powers Of Committee	7
8.00	Appointment of Office Bearers of CPA	7
9.00	Quorum	8
10.00	Duties of CPA Office Bearers	8
11.00	Elections	8
12.00	Fees	8
13.00	Amendments To The Constitution	8
14.00	Reprimands And Expulsion From CPA	8
15.00	Funds And Accounts	9
16.00	Dissolution	9
17.00	Life Membership	9
18.00	Club Patron	10
19.00	Conditional Registration	11

SUMMARY OF AMENDMENTS

Issue	Date	Definition	Author
01	Sept 1992	Initial Release	G. Gilbert
02	June 1995	Changes	G. Thomas
03	June 2004	8.03 was "minimum 2 years membership"	G Gilbert
		11.03/11.05 Added	
		17.00 "Life Membership added	
04	June 2007	6.12/6.13 Changed	G. Gilbert
		6.17 Added	
		15.07 Added	
		16.01 Changed	
		17.12 Added	
05	June 2009	15.01 "cash for consumables" added	G. Gilbert
		18.00 "Club patron" added and 6.00 changed	
		19.00 "Historic registration" added	
06	June 2011	15.08 Audit of CPA accounts for AGM added	G. Gilbert
07	June 2013	6.00 Removal of "Associate & Subscriber Member", replaced with "Social Member. Patron adjusted to "no voting rights"	K. Hickman
		11.04 Amended – if more than one nomination, secret ballot	
		11.05 Added – Filling of positions part way through term	
		15.05 Amended to include report in each newsletter	
		19.00 Changed all to reflect Conditional Registration	
		19.03 Addition of inspection fee and no house calls	
		19.05 Addition of cost for non-active members.	
08	June 2015	2.07-08 Addition of membership officer to PR Officer position	K. Hickman
		2.09 Addition of 'persons with specialist skills"	
		6.01 Removal of "Steering Committee"	
		6.13 Amended to "full 12 month term"	
		8.01 Removal of A through E as listed in definitions	
		8.02 Removal of F through H as listed in definitions	
		8.03 Addition of "executive" Committee	
		11.00 Change to term from 2 years to 1 year	
		15.00 Change of title to Funds, Accounts and Assets	
		15.09 Additional item: All assets will be reviewed at each AGM	
		16.00 Amendment: organisation (s) to be voted on by the members.....	
		19.05 Reworded to: Conditional Registration renewal fee varies between active and non-active members and the number of vehicles per member on the scheme. Pricing structure is available on CPA website.	
09	June 2016	2.08 Insertion of 'Conditional Registration Officers' to 'g'	K. Hickman
		6.10 Additional sentence : Proof of Chevrolet vehicle ownership must be provided if another make of vehicle is on conditional registration.	
		8.04 Current item moves to 8.05	
		8.04 New item: For all CPA Executive positions (A-D stated in 2.07). A CPA member shall not hold the same position for longer than 4 years.	
		19.01 Additional paragraph: At the discretion of the committee, Conditional Registration may be granted to a member who has sold his/her Chevrolet, but has other vehicles on the scheme, under the following conditions:	
		· They are required to have been an 'active' member of CPA for a minimum of 7 years	
		· After 2 consecutive years on the scheme without a Chevrolet, they will no longer be eligible and conditional registration will cease.	
		· They will be classified as a social member, with no voting rights.	
		· This is based on the discretion of the committee and not more than 5 members are permitted at any one time.	

SUMMARY OF AMENDMENTS Cont..

10	June 2017	<p>19.02 Altered to: All conditional registration members will abide by the current legislation as set down in the DPTI code of practice for registration.</p> <p>19.03 Altered to: Conditional registration members are to attend four events/meetings a year which is regarded as being an active member. This excludes annual membership/renewal day as this is mandatory.</p> <p>19.04 Altered to: Annual Membership Renewal Day</p> <p>Contents: Altered to: Conditional Registration</p>	K. Hickman
11	Sept 2017 (Special General Meeting)	<p>2.06 Insertion of "or reproduction" and altered "being of" to "including"</p> <p>3.07 Added: Abide by the bylaws determined by the CPA Committee</p> <p>4.05 Removal of "left hand drive and historic: altered to "Club"</p> <p>4.06 Added: Determine and update bylaws as required</p> <p>6.10 Removal of "conditional" altered to "club"</p> <p>6.11 Removal of "conditional" altered to "club"</p> <p>7.02 Removal of "magazine" altered to "newsletter"</p> <p>8.01 Insertion of "Special" (general meeting)</p> <p>15.01 Insertion of "Chevrolet" (festival)</p> <p>15.04 Removal of "only Executive Committee" altered to "appointed"</p> <p>15.08 Altered to read: An "Independent Review and audit" of the "Financial Report" shall be conducted by person(s) external and removed from the committee within ninety (90) days after the AGM. A written review shall then be forwarded and minuted to the members within 90 days after the AGM.</p> <p>17.04.3 Removal of "to be considered for life membership a candidate's"</p> <p>17.05 Removal of "Executive"</p> <p>17.06 Removal of "granted in any one calendar year" and altered to "presented annually"</p> <p>17.09 Insertion of "Executive"</p> <p>19.00 Removal of "Conditional for historic and prescribed left-hand drive vehicles" and altered to "Club".</p> <p>19.01 Removal of "Conditional" altered to "Club". Removal of "historic" altered to "Club"</p> <p>19.02 Removal of "Conditional", altered to "Club"</p> <p>19.03/4 Removal of clause 19.03 and 19.04, replaced with 19.03 Annual membership renewal day will be held yearly as advised by the committee</p> <p>19.05 Altered to read: "Club Registration renewal fees will be determined by the committee. This will include the annual membership fee and fee per vehicle on the scheme. Pricing structure available on the CPA website.</p>	
12	June 2019	<p>3.08 Addition: To provide an unbiased view in political affairs, advertising, trade and any personal opinions.</p> <p>4.04 Altered: To produce a newsletter <u>and any electronic media</u>, annual reports of memberships, finances and activities to all members.</p> <p>4.05 Altered: To be responsible for the keeping of records of all financial members and vehicle details.</p> <p>6.01 Addition: Public Officer</p> <p>8.04 Removal of item: For all CPA executive positions (A-D stated in 2.07). A CPA member shall not hold the same position for longer than 4 years.</p> <p>11.04 Grammatical correction 'hen' to 'then'</p> <p>17.02 Altered: [Life members] Nominations are to be made in writing and forwarded in confidence <u>to the Life Members and President</u> (if not nominee) for consideration.</p> <p>17.07 Two thirds (2/3) of the <u>Life members and President (if not nominee)</u> must agree on the granting of any nomination put forward.</p> <p>19.05 Altered: Club registration renewal fees will be determined by the committee. This will include the membership fee <u>and fee for club registration</u>. Pricing structure available on the CPA website <u>and Membership Form</u>.</p>	K. Hickman

1.0 NAME

CHEVROLET PERFORMANCE ASSOCIATION OF SOUTH AUSTRALIA INCORPORATED (CPA)

2.00 DEFINITIONS

- 2.01 Titles, names & abbreviations used in this constitution shall be defined as follows unless the context implies otherwise, words suggesting the singular shall include the plural & vice versa. Words suggesting masculine shall include the female gender.
- 2.02 "CHEVROLET PERFORMANCE ASSOCIATION OF SOUTH AUSTRALIA INCORPORATED" here after shall be referred to as CPA.
- 2.03 "Club": A group of not less than six (6) persons representing a common automotive interest in Chevrolets that are modified, unrestored or restored.
- 2.04 "Individual": An individual person applying to be a member of the CPA.
- 2.05 "quorum": Is the minimum number of members required to pass a motion at any meeting or the minimum number of members required to constitute a meeting.
- 2.06 "Chevrolet Performance" is any Chevrolet manufactured body (or reproduction) and powered vehicle, including either Left or Right Hand Drive, Unrestored, Historic or Modified condition.
- 2.07 "CPA Executive Committee" shall comprise of:
- A President
 - B Vice President
 - C Secretary
 - D Treasurer
 - E Membership Officer/Public Relations Officer
 - F Public Officer
- 2.08 "CPA General Committee" shall comprise of:
- A President
 - B Vice President
 - C Secretary
 - D Treasurer
 - E Membership Officer/Public Relations Officer
 - F Public Officer
 - G Newsletter Editor
 - H Conditional Registration Officers
 - I Any other position as deemed necessary
- 2.09 "Steering Committee" shall comprise of Members of CPA and/or persons with specialist skills as appointed by the President to advise them on any specific subjects.
- 2.10 "Club Delegate" is the elected representative of the said Club and has that Clubs vote at all Delegates meetings.
- 2.11 "Individual Delegate" is an individual Member elected by Members to represent them at Delegates meetings.

3.00 OBJECTIVES

- 3.01 The aim of CPA is to promote and foster the interest of Chevrolet vehicles in South Australia. Also to represent Left and Right Hand Drive, Unrestored, Restored, Historic and Modified vehicles in South Australia to any relevant authority.
- 3.02 To advise in building, rebuilding, modification and restoration of members vehicles.
- 3.03 To promote events and activities with the aim of raising sufficient revenue to finance the services being offered by the CPA.
- 3.04 To protect Members in the club from harmful exploitation and unfair or dishonest promotion, victimisation or the like.
- 3.05 To liaise with Government bodies on a State and National level when necessary for the advancement of the Chevrolet automobile.
- 3.06 To promote ownership of Chevrolet manufactured vehicles.
- 3.07 Abide by the bylaws determined by the CPA Committee
- 3.08 To provide an unbiased view in political affairs, advertising, trade and any personal opinions.

4.00 FUNCTIONS

- 4.01 To manage the day to day affairs of the club.
- 4.02 To be responsible for the keeping of all CPA bank accounts.
- 4.03 To process all full, and social memberships of the Club.
- 4.04 To produce a newsletter and any electronic media, annual reports of Memberships, Finances and Activities to all Members.
- 4.05 To be responsible for the keeping of records of all financial members and vehicle details.
- 4.06 Determine and update bylaws as required.

5.00 AFFILIATION

- 5.01 CPA may affiliate with any State, National or International body as deemed necessary.
- 5.02 Clubs may affiliate with the CPA providing they agree to be governed by the constitution of the CPA.
- 5.03 Individuals may affiliate with the CPA providing they agree to be governed by the constitution of the CPA.

6.00 STRUCTURE OF CPA AND VOTING RIGHTS

- 6.01
 - A President
 - B Vice President
 - C Secretary
 - D Treasurer
 - E Membership Officer/Public Relations Officer
 - F Newsletter Editor
 - G Any other position deemed necessary
 - H Club Delegates
 - I Individual Delegates
 - J Full Club Members
 - K Social Member
 - L Life Member
 - M Patron
 - N Public Officer
- 6.02 Committee Meeting
 - A President = Casting vote only
 - B-F One vote per Member
 - G,N One vote if person is member
 - I-J One vote per Member
 - L One vote per member
 - K, M No voting rights
- 6.03 General Meetings
 - A President = Casting vote only
 - B-J One vote per Member
 - G,N One vote if person is member
 - L One vote per member
 - K, M No voting rights
- 6.04 Annual General Meeting (AGM)
 - A-J All Members = One vote per Member
 - G,N One vote if person is member
 - L One vote per member
 - K, M No voting rights
- 6.05 Executive Committee shall consist of no less than five (5) Members. This does not preclude them from holding any other position F through to I,N. Executive Committee can hold Delegate positions I-J,N.
- 6.06 Clubs that do not present a delegate at three consecutive meetings may forfeit their right to vote at subsequent meetings. Clubs not based in Adelaide are exempt from this ruling.

- 6.07 The club shall consist of no less than six affiliated Members representing a common Chevrolet interest which comprises of no less than:
- A. An Executive Committee of President, Vice President, Secretary, Treasurer and Public Officer.
 - B. A written constitution stating Club Regulations and handling of accounts.
 - C. A bank account opened in the name of the club CPA.
- 6.08 If the club membership falls below six affiliated Members, those remaining shall assume Individual Member status and shall lose Club Voting rights at Delegates meeting.
- 6.09 Social Memberships are at the sole discretion of the Executive Committee. Maximum allowed is ten (10) Members.
- 6.10 Full Member by definition must own a Chevrolet manufactured body and powered vehicle, being of either right or left hand drive, unrestored, historic or modified condition. Full Member status will be granted to the partner of a full Member. Must be financial at time of voting. Proof of Chevrolet vehicle ownership must be provided if another make of vehicle is on Club Registration.
- 6.11 Social Members shall be denoted on membership forms with an "S" after membership number eg 4S Social Member by definition is an individual who has an interest in Chevrolet and the club but does not own a Chevrolet vehicle, and has been granted "Social" status by the CPA Executive Committee. Social Members do not have voting rights and may not stand for office in the CPA. Social Members vehicles cannot be displayed on the oval at Super Chevy Sunday. Social members cannot be issued with the "Club Registration Scheme"
- 6.12 Life Members shall be denoted on membership forms with an "L" after membership number eg 4L Life Members by definition must have been voted in as per clause 17.00 Life Membership. Full Member status will be granted to the partner of a full Member.
- 6.13 President / Vice president have to complete the full 12 month term in the position to qualify for inclusion to the President / Vice President Roll Board.

7.00 POWERS OF COMMITTEE

- 7.01 The Executive Committee shall have the power to make, repeal and amend any by-laws for the improved management and control of the club which shall not be inconsistent with this constitution, and shall have the power to invite any other person to attend committee meetings who may be of assistance to them in a professional and skilled manner for his or her advice and guidance thereon, provided that such person shall not be entitled to have a vote upon the committee.
- 7.02 The Executive Committee shall have the power to call a "Special General Meeting" at any time outside of the Annual General Meeting to decide club matters as deemed fit. Voting Rights will be as per clause 6.00 STRUCTURE AND VOTING RIGHTS. The committee must give members ONE month notice and is to be gazetted in the Club newsletter.

8.00 APPOINTMENT OF OFFICE BEARERS OF CPA

- 8.01 The CPA Executive Committee shall be elected by majority vote at an Annual General Meeting or a Special General Meeting called for such a purpose.
- 8.02 The CPA General committee shall be elected by majority vote at an Annual General Meeting or Delegates Meeting.
- 8.03 Executive Committee positions can only be held by members who have had one year continuous membership. Steering Committee positions are appointed by the President at his discretion.
- 8.04 Any casual vacancy on the committee may be filled by the committee and any member so chosen shall retire at the following AGM but shall be eligible to become a candidate for election to the committee at such AGM.

9.00 QUORUM

- 9.01 A majority of CPA Committee plus a majority of Delegates present at any meeting shall constitute a quorum.

10.00 DUTIES OF CPA OFFICE BEARERS

- 10.01 As listed in articles 4.00 and 15.00.
- 10.02 A minimum of seven committee meetings shall be held over the period of office and all committee members to be present or position of members may become null and void.
- 10.03 A minimum of 3 committee meetings consecutively are to be attended by Office Bearers and a notice to the committee of non-attendance prior meeting. A committee member failing to adhere will be notified by writing and asked for reasons of absence. Special consideration will be given to extending circumstances as deemed fit by the Executive Committee.

11.00 ELECTIONS

- 11.01 All CPA committee positions are to be held for a period of one year.
- 11.02 All CPA committee positions are to become vacant at the annual AGM.
- 11.03 Nominations are accepted in writing or agreement of both parties and are to be in accordance with section 8 "Appointment of Office Bearers". All nominations are to be seconded by a financial Member.
- 11.04 Elections for the positions of "Executive Committee" are to be by show of hands, unless more than one person has nominated for a position, then a secret ballot will apply by way of voting slips.
- 11.05 In the event of a committee member vacating their position part way through the term, the position may be filled at any meeting by show of hands or secret ballot if more than one person is nominated for the position.
- 11.06 Nominations for the position for "President" must forward a resume to the existing Executive Committee FIVE weeks prior to the Annual General meeting and be published in the newsletter one month prior. All other positions may forward a resume if deemed necessary by the Executive Committee.
- 11.06 Members must be financial to be able to vote for positions.

12.00 FEES

- 12.01 All fees will be determined by the CPA committee and voted on at a General Meeting.

13.00 AMENDMENTS TO THE CONSTITUTION

- 13.01 All amendments must be presented to the Executive Committee not less than two months before an AGM and must be published in the newsletter that is sent to all members one month prior to the AGM.
- 13.02 A majority vote at the AGM will amend the constitution and an amended copy of the constitution must be available for Members no more than two months after the AGM.
- 13.03 In special circumstances the Executive committee may call a "Special General Meeting". Guidelines for amendments are the same as for the Annual General meeting.

14.00 REPRIMANDS AND EXPULSION FROM CPA

- 14.01 Members or Clubs may be expelled or suspended from the CPA for breaches of the rules of the association or for conduct which brings the Club in to disrepute as deemed by the Executive Committee without giving reason.

15.00 FUNDS, ACCOUNTS AND ASSETS

- 15.01 All accounts are to be paid by cheque upon receiving receipts and invoices. Pay cash for consumables up to \$100 with the exception of major events. (I.e. Super Chevy Sunday/Chevrolet Festival)
- 15.02 No two Members of the same family or household can be signatories of any account which has any CPA affiliation.
- 15.03 The financial period is to coincide with the terms of the AGM.
- 15.04 A maximum of four signatories to any CPA affiliated account and appointed Members can be signatories to any CPA affiliated account.
- 15.05 A Treasurers report on the Club's financial position must published in each newsletter, as well as at each Club meeting and a report is to be recorded by the secretary in the minutes of each meeting.
- 15.06 Any Club "Savings Planner" accounts and expenditure are to be decided by the club under the "Special General Meeting or Annual General Meeting" guidelines and a majority vote of 2/3 financial members as per "Voting rights".
- 15.07 Non-Profit Clause
"The assets and income of the organisation shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the organisation."
- 15.08 Audit of CPA accounts for AGM
An "Independent Review and audit" of the "Financial Report" shall be conducted by person(s) external and removed from the committee within ninety (90) days after the AGM. A written review should then be forwarded and minuted to the members within 90 days after the AGM.
- 15.09 All assets will be reviewed at each AGM

16.00 DISSOLUTION

CPA may be dissolved upon a three quarter vote of the quorum voting in favour of dissolution. All funds and assets of CPA on hand shall after payment of all expenses and liabilities be handed over to an organisation (s) to be determined by the Delegates (voted on by the members) on or before the time of dissolution and not carried on for the profit or gain of its individual members."

17.00 LIFE MEMBERSHIP

Life membership is the highest honour bestowed by the club upon a member and spouse/partner in recognition of distinguished service to the CPA of SA.

- 17.01 Nominations for Life Membership can only be proposed by a current financial member who has been a financial member for the preceding 2 (two) years.
- 17.02 Nominations are to be made in writing and forwarded in confidence to Life members and President (if not nominee) for consideration.
- 17.03 A current financial member may be considered for Life Membership after a minimum of 10 (ten) years continuous service to the club. However 10 (ten) years served will not result in automatic consideration for Life Membership.

- 17.04 The following guidelines should be taken into account when considering a nomination for Life Membership;
- 17.04.1 The duration of service and the level of commitment to The Chevrolet Performance Association of SA
 - 17.04.2 The level of commitment to the Chevrolet Performance Association of SA must be Outstanding and have gone beyond reasonable participation during and outside of normal duties as a General Member.
 - 17.04.3 Dedication to The Chevrolet Performance Association of SA must have been beyond reproach;
 - 17.04.4 Achievements in the name of The Chevrolet Performance Association of SA will be taken into account; however personal achievements in showing or personal benefits will not be taken into consideration.
- 17.05 In extreme circumstances, consideration may be given to a candidate who does not meet these guidelines for Life Membership as so determined by the committee.
- 17.06 Only 1 (one) Life membership may be presented annually, this does not mean a life membership will be granted each year.
- 17.07 Two thirds (2/3) of the Life members and President (if not nominee) must agree on the granting of any nomination put forward.
- 17.08 Life Members are not required to pay membership fees.
- 17.09 The Executive Committee may determine to introduce or withdraw the option of Life Membership at any time by 2/3 vote.
- 17.10 The award is to be announced and presented at the opening of the Annual General Meeting.
- 17.11 Upon acceptance of "Life Membership" to the CPA, the members name may be posted on the "Life Membership" Roll Board.

18.0 CLUB PATRON

- 18.01 The role of the club Patron is to be a supporter of the CPA and to promote the mission, values, aims and objectives of the CPA.
- 18.02 The Patron should be of person who is high standing within the community with similar interest of the CPA
- 18.03 The club may elect a Patron, who if they indicate their willingness so to act shall hold office until the succeeding Annual General Meeting.
- 18.04 This position can be by invitation or written by the CPA and be decided by the committee and passed by the members.
- 18.05 The committee can change the club patronage should he/she circumstances change and the executive committee are to notify the membership of the change by newsletter.
- 18.06 The CPA will not be held for any expenses for the Patron to attend events unless prior permission is given by members.
- 18.07 Patrons are not required to pay membership fees
- 18.08 Patrons have no voting rights.

19.0 CLUB REGISTRATION SCHEME

- 19.01 Club registration member is a financial CPA member who owns a Chevrolet vehicle, and who is registered with a Club logbook, OR

At the discretion of the committee, Club Registration may be granted to a member who has sold his/her Chevrolet, but has other vehicles on the scheme, under the following conditions:

- They are required to have been an 'active' member of CPA for a minimum of 7 years
 - After 2 consecutive years on the scheme without a Chevrolet, they will no longer be eligible and conditional registration will cease.
 - They will be classified as a social member, with no voting rights.
 - This is based on the discretion of the committee and not more than 5 members are permitted at any one time.
- 19.02 All club registration members will abide by the current legislation as set down in the DPTI code of practice for registration.
- 19.03 Annual membership renewal day will be held yearly as advised by the committee.
- 19.05 Club Registration renewal fees will be determined by the committee. This will include the membership fee and fee for club registration. Pricing structure available on the CPA website and Membership Form.