

# Constitution of the VRRRA

## TITLE

1. This is to be referred to as The Constitution.

## OBJECT

2. The purpose of the constitution is to establish rules and procedures for the management and operation of The Vintage Motorcycle Roadracing Association also known as the Vintage Road Racing Association and the VRRRA.

## VRRRA PURPOSE

3. The VRRRA is established for the purpose of encouraging the preservation, display, demonstration and/or racing of vintage motorcycles and enhancing the enjoyment of riders and spectators.

## OFFICERS

4. Elected positions shall be:

- a) President
- b) Vice President
- c) Competition Coordinator
- d) Treasurer
- e) Technical Coordinator

Three additional positions, normally filled by volunteers are:

- f) Membership Secretary
- g) Recording Secretary
- h) Newsletter Editor

## EXECUTIVE

5. The Executive consists of: President, Vice President, Technical Coordinator, Competition Coordinator and Treasurer.

## MEMBERSHIP

6. Membership is open to all persons having an interest in the preservation of vintage road racing motorcycles and the sport of vintage motorcycle road racing.

## CLASS OF MEMBERSHIP

7.

- (a) Full membership - required for those taking part in races organized under the auspices of the VRRRA.
  - (b) Associate membership – open to “family” members sharing the same household as a full member.
- Both Full and Associate Members are voting members on any matters brought before the membership.

## GENERAL MEETING

8. There shall be an annual general meeting in October or November of each year, at a time and place to be determined by the Executive, to approve;

- (a) Membership fees or changes thereto.
- (b) Technical rules, or rule changes.
- (c) Such other matters as may be brought forward by the Executive.
- (d) Notice of the AGM, including an agenda, will be provided to all members, not less than 30 days prior to the meeting by letter-class mail.

## QUORUM

9. Resolutions presented at the AGM shall be carried by a simple majority upon show of hands.

- (a) Twenty-five (25) members constitutes a quorum.
- (b) Only members in good standing may vote on resolutions.
- (c) A member may request a secret ballot, but all secret ballots shall include proxy ballots.

## PROXY BALLOT

10. Members not in attendance at the AGM may vote on any resolution by means of a written proxy ballot assigned to an attending member.

- (a) If the proxy ballot is to apply to a specific resolution only, this should be so stated on the proxy form.
- (b) The written proxy shall be as set out in appendix 1.
- (c) A copy of the proxy form shall be included with the notice of the AGM sent out to all members.

11. In the event of a tie vote at the AGM, the Chairperson may cast the deciding vote.

## DUTIES OF OFFICERS

12. The President shall:

- (a) chair the AGM. ,
- (b) organize and chair appropriate executive and general meetings as may be required.
- (c) organize the affairs of the VRRRA in accordance with this constitution.
- (d) represent the VRRRA in negotiations with advertisers, sponsors, track owners, sanctioning bodies and other such persons as may be necessary. In matters concerning the competition programme this representation shall be in conjunction with the Competition Coordinator.
- (e) delegate authority to the Executive as necessary.
- (1) appoint a Returning Officer.
- (g) review, or cause to be reviewed, the financial statements prepared by the Treasurer on an annual basis.

13. The Vice President shall assist the President in any manner requested, and shall assume the duties of President in his/her absence.

14. The Competition Coordinator shall, at the direction of the Executive, undertake all matters respecting the organization and operation of competitive racing events including:

- (a) coordinating the delivery of the racing programme by organizing VRRRA events and, in conjunction with the president, negotiating VRRRA participation in other club or sanctioned events.
- (b) establishing a Competition Committee and coordinating their activities as may be required to carry out the competition programme.
- (c) appointing a Referee for VRRRA events and such other matters as may be requested.

15. The Treasurer shall, at the direction of the Executive, receive and disburse all funds associated with the VRRRA and shall:

- (a) prepare a financial statement for presentation at the AGM as at the month end preceding the AGM, with comparisons for the prior year.
- (b) such financial statements shall detail all reasonable receipts and disbursements, assets and liabilities.
- (c) where practical and upon request, prepare such forecasts as necessary.
- (d) operate such bank accounts as may be necessary and maintain appropriate records.
- (e) make a recommendation to the Executive for presentation to the AGM respecting annual fees.
- (f) a minimum of two signing officers shall be named from within the Executive and all disbursements must be signed by two of these officers. One signing officer shall be the Treasurer.
- (g) notwithstanding (a), the Treasurer may prepare calendar year statements for newsletter publication in the first two years following acceptance of this charter.
- (h) make available all records upon request of the President for inspection.

16. The Membership Coordinator shall:

- (a) maintain all records pertaining to membership.
- (b) at the discretion of the Executive prepare an annual roster for distribution by April of each year.
- (c) issue racing numbers.
- (d) respond to requests for general or membership information by mailing out appropriate information.
- (e) assist in event registration at VRRRA events and in the election process to ensure the eligibility of participants.
- (f) forward all membership fees promptly to the Treasurer.

17. The Technical Coordinator shall:

- a) with the executive committee, form a team of technical experts from within the VRRRA, knowledgeable in the

various marques and eras of concern in vintage road racing.

- (b) chair the Technical Committee (defined below).
- (c) ensure safety and eligibility scrutineering is carried out at all events where VRRRA technical rules apply.
- (d) maintain on-going communications with other vintage racing organizations on the subject of eligibility and technical rules.
- (e) undertake other such duties as may be assigned.

18. The Editor shall be responsible for the timely publication of a newsletter to members respecting matters of interest.

- (a) All costs of production will be paid by the VRRRA.
- (b) Discretion as to content remains with the Editor, but no statement is VRRRA policy unless so identified.

19. The Recording Secretary shall write minutes of the AGM, general club meetings and proceedings of executive meetings and forward these to the newsletter editor for publication, maintain official club historical records on a full range of topics.

20. The Executive has the responsibility for the orderly and efficient operation of the VRRRA and shall meet regularly to undertake that task. Any member of the Executive may attend executive meetings.

## ELECTIONS

21. To ensure continuity, officers established in Paragraph 4 shall be elected for a term of two years, the President, Technical Coordinator and Treasurer being elected in one-year and the Vice President and Competition Coordinator the next.

- (a) In the first year after adoption of this constitution the President, Technical Coordinator and Treasurer shall be elected for a two-year term, the Vice President and Competition Coordinator to a one-year term.
- (b) The term of office shall conclude at the AGM.
- (c) Each elected representative shall maintain such records as are necessary to carry out his or her duties, and shall make all records available to the next incumbent in each position.

22. Officers shall be elected by the majority of votes cast by members in good standing.

- (a) members of the Executive shall be full members of the VRRRA.

23. Voting for officers shall be by secret ballot mailed to all members in good standing, returnable to the Returning Officer by a deadline date prior to the AGM.

24. The Returning Officer is responsible for the operation of the election of officers. The Returning Officer shall:

- (a) accept nominations for positions from any member of the VRRRA.
- (b) confirm that each nominee is willing to accept the nomination.
- (c) co-operate with the Editor and Membership Secretary to mail out ballots to all members in good standing.
- (d) count votes and announce results at the AGM.
- (e) if required, select an assistant from the members to assist in the election process.

25. The result of the election shall be the last item of the agenda of the prior year's business at the AGM. The incumbent President will then cede the chair to the newly elected President.

26. Elected officers may be acclaimed for lack of competing nominations.

#### VACANCIES

27. The President may undertake the duties of one other elected officer for which there were no nominations, but;

- (a) no elected officer may be the Returning Officer.
- (b) The President may not be the Treasurer.

28. The Executive retains discretion to appoint a member:

- (a) to fill a vacant position for which there were no nominations until the next AGM.
- (b) to fill a position vacated by the incumbent before their term is completed until the next AGM.

#### COMMITTEES

29. The Executive may establish such committees as may be required from time to time.

30. There shall be a Technical Committee, under the chairmanship of the Technical Coordinator, which shall:

- (a) develop and publish rules respecting machine eligibility.
- (c) organize scrutineering of racing motorcycles and safety equipment.
- (d) oversee scrutineering and appoint a Chief Scrutineer.
- (e) receive suggested rule changes from the membership up to the deadline date, make recommendations to the membership respecting these rule changes and arrange discussion and voting on these suggestions at the AGM.
- (f) organize a system for the annual review of technical rules set out in 33 below.

31. There shall be a Competition Committee, under the chairmanship of the Competition Coordinator, which

shall organize all aspects of the VRRRA competitive events.

#### DISCIPLINE

32. The President, or designate, is charged with the responsibility of ensuring that all persons at VRRRA events conduct themselves in a sportsmanlike manner.

- (a) The President, or delegate, shall have absolute authority at any VRRRA event with respect to the off track conduct of the participants.
- (b) Any person requested to leave the event must do so, upon refund of his/her entry at the discretion of the Executive.
- (c) A member is responsible for the proper conduct of their guests.

#### SAFETY

33. The Technical Coordinator, Technical Committee and persons appointed as scrutineers have the responsibility of ensuring that racing machines and rider equipment meets eligibility and reasonable standards as set down by the Technical Committee.

- (a) All entrants must abide by the scrutineer's instructions in matters of scrutineering.
- (b) A VRRRA chief scrutineer's ruling on a safety or machine eligibility matter is binding upon the referee and the President.
- (c) appeal from the scrutineer lies only with the Technical Coordinator, or a member of his committee appointed as a delegate for the event.
- (d) a rider who wishes to protest either the conduct of another rider or the legality of their machine must:
  - (i) have taken part in the same race as the protested rider/machine.
  - (ii) submit a written protest with a \$25 cash fee to the referee within twenty minutes of the posting of the race results

If the protest is upheld the protest fee will be returned to the protestor. If the protest is dismissed the protest fee will be retained by the VRRRA.

If the protest involves disassembly of the machine in question, and the protest is subsequently dismissed, the protesting rider is responsible for the cost of any parts and/or labour required to return the machine to the same state as before the disassembly.

If a protest concerning rider conduct is upheld, the offending rider may be excluded from the results of that race and forfeit any awards, etc.

If the protest concerns machine eligibility and is upheld, the offending rider may be excluded from the results of all races in which the infraction would make the machine ineligible.

Rider conduct protests will be decided by the referee. There is no appeal against the decision of the referee.

Machine eligibility protests will be decided by the technical committee.

A protesting rider unsatisfied with the protest judgement can appeal to the executive, orally within one hour and in writing within one week of the judgement, including a \$25 non refundable appeals fee.

When competing in events other than those run by the VRRRA, the protest procedure will be that of the organizing group.

CONDUCT

34. All members and competitors at a VRRRA event are expected to conduct themselves in a sportsmanlike manner at all times.

- (a) The referee may make such decisions as are appropriate respecting rider conduct on the track.
(b) The President, or his/her delegate, is responsible for discipline other than on the track, in accordance with paragraph 32.
(c) There is no appeal from the decision of a referee.

OTHER MATTERS

35. All persons competing in a VRRRA event must sign a waiver form or forms as prescribed by the VRRRA.

36. The VRRRA may adopt rules of other organizations, or vary VRRRA technical rules, as circumstances require.

- (a) Notice must be given in writing or in the newsletter of any substantive change to the technical rules.
(b) VRRRA members will conduct themselves in accordance with the rules adopted eg. CMA, RACE, USCRA, etc.

AFFILIATION

37. At the discretion of the Executive, the VRRRA may become affiliated with such organizations and sanctioning bodies as are necessary to carry out its purpose.

USE OF NAME

38. No member may use the letters VRRRA, the words Vintage Road Racing Association, Vintage Motorcycle Roadracing Association or the club logo for profit or for promotion of any event, without the express consent of the Executive.

COSTS

39. Reasonable costs incurred by the Executive, or by members at the instructions of the Executive, in carrying out their duties may be charged to the VRRRA, but;

(a) any request for reimbursement must be accompanied by receipts.

(b) such expenses must be reported by the Treasurer pursuant to paragraph 15 (b).

(c) such expenses may be rejected by the Treasurer subject to review at the AGM.

AMENDMENTS

40. This Constitution may be amended only by a two-thirds majority of the votes received in a referendum.

NOTICE

- 41. The VRRRA will provide a copy of this Constitution
(a) to all paid up members upon ratification.
(b) to every new member on joining the Association.
(c) subsequently, to any member on request at a price reflecting cost of production, mailing, etc.

RULES OF ORDER

42. In all matters not covered by constitution, Robert's Rules of Order shall apply.

VRRRA PROXY

MEMBER NAME:.....DATE.....
ADDRESS; (street).....
(City/Town).....
(Province/State).....
(Postal Code).....
TELEPHONE No. (home).....
(work).....
VRRRA MEMBERSHIP No.....RACING No.....

SIGNATURE.....

TO: THE RETURNING OFFICER, VRRRA AGM
I hereby appoint.....to
have my proxy and to vote on my behalf:
(a) On all matters brought before the AGM.
(b) On the following resolutions to be brought before the AGM.

- 1.....
2.....
3.....

(Delete as necessary)