

# 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 Road Racing 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. The Executive consists of the following five elected positions:

- a) President
  - b) Vice President
  - c) Competition Coordinator
  - d) Treasurer
  - e) Technical Coordinator
- Additional positions, normally filled by volunteers are:
- f) Membership Secretary
  - g) Returning Officer
  - h) Newsletter Editor

## MEMBERSHIP

5. 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

6. There are two classes of membership:

- (a) General membership.
- (b) Racing membership - required for those taking part in races organized under the auspices of the VRRRA. General and racing membership provides the right to stand for election to the Executive and any of the various committees, receive the newsletter and to vote on matters brought before a general meeting and all other ballots.

## GENERAL MEETING

7. 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) Such other matters as may be brought forward by the Executive or members.
- (c) Notice of the AGM, including an agenda, will be provided to all members, not less than 30 days prior to the meeting.

## QUORUM

8. 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

9. 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 this document.
- (c) A copy of the proxy form shall be made available to all members.

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

## DUTIES OF OFFICERS

11. 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.
- (f) appoint a Returning Officer.
- (g) review, or cause to be reviewed, the financial statements prepared by the Treasurer on an annual basis.
- h) be responsible for the recording of minutes of the AGM, executive meetings and other proceedings to maintain VRRRA records.

12. The Vice President shall:

- a) assume the duties of President in his/her absence.
- b) be responsible for communications, including the website and newsletter.
- c) be responsible for public relations, including shows, advertising and sponsors.

13. 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.

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

- (a) prepare a fiscal year-end financial statement for presentation at 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) make available all records upon request of the President for inspection.

15. The Technical Coordinator shall:

- (a) with the Executive, form a team of technical experts from within the VRRRA, knowledgeable in the various marques and eras of concern in vintage road racing, with "Technical Specialists" from each of the periods for which VRRRA has established rules.
- (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
- (f) initiate and research eligibility and class structure rules in preparation for the future requirements of VRRRA, and present recommendations to the Executive.

16. The Membership Secretary shall:

- (a) maintain all records pertaining to membership.
- (b) issue racing numbers.
- (c) respond to requests for general or membership information by appropriate information.
- (d) assist in event registration at VRRRA events and in the election process to ensure the eligibility of participants.
- (e) deposit membership fees promptly and forward documentation to the Treasurer.

17. The Newsletter 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.

18. 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

19. 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 officer 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.

20. 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.

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

22. 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 Membership Secretary to provide 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.

23. 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.

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

## VACANCIES

25. 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.

26. The Executive retains discretion to appoint a member for the remainder of the term or until the next AGM to fill a position:

(a) for which there were no nominations.

(b) vacated by the incumbent before their term is completed.

## COMMITTEES

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

28. There shall be a Technical Committee, under the chairmanship of the Technical Coordinator, which shall;

(a) develop and publish rules respecting machine eligibility

(b) organize scrutineering of racing motorcycles and protective equipment.

(c) conduct an annual review of the Rules and Regulations

(d) receive suggested rule changes from the membership up to the deadline date, clarify the intent of the proposal, discuss proposals in committee, provide a recommendation for each proposal and produce a clear and concise rule change proposal.

(e) arrange with the Returning Officer for a secret ballot for rule changes

(f) include with each rule change proposal to be voted, the supporting documentation submitted with the rule change, the Technical Committee's recommendations and rationale and the Executive's recommendations.

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

a) organize aspects of VRRRA competitive events.

b) review on track incidents and procedures

c) review appeals of disciplinary action of on track incidents

**SAFETY**

30. 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.

**CONDUCT**

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

(a) The President, or delegate, is responsible at any VRRR 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.

(d) The Referee shall make such decisions as are appropriate respecting rider conduct on the track.

**OTHER MATTERS**

32. All persons competing in a VRRR event must sign waivers and forms as prescribed by the VRRR.

33. The VRRR may adopt rules of other organizations, or vary VRRR technical rules, as circumstances require.

(a) Notice must be provided of any substantive change to the technical rules.

(b) VRRR members will conduct themselves in accordance with the rules adopted

**AFFILIATION**

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

**USE OF NAME**

35. No member may use the letters VRRR, 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**

36. 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 VRRR, 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**

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

**NOTICE**

38. The VRRR 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

**RULES OF ORDER**

39. In all matters not covered by the Constitution, Robert's Rules of Order shall apply.

**VRRR PROXY**

MEMBER NAME:.....DATE.....

ADDRESS; (street).....

(City/Town).....

(Province/State).....

(Postal Code).....

TELEPHONE No. (home).....

(work).....

VRRR MEMBERSHIP No.....RACING No.....

SIGNATURE.....

TO: THE RETURNING OFFICER, VRRR 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)