

CHAPTERS

Chapter officers shall be: Chapter Director, Assistant Director, Secretary, Treasurer, and any other officers that may be deemed necessary by the Chapter.

All Chapter officers should be well acquainted with, and understand fully, the meaning of Article VII, Section 4 of the Buick Club of America Bylaws.

The title of President and Vice President shall not be used at the Chapter or Regional level to designate an office or position.

Chapter Status Inquiry Letter will be sent to each Chapter Director annually. This letter will contain various questions and space for the Chapter Director to make comments. This letter must be returned to the BCA National Office or the Chapter will be considered inactive or no longer in existence.

The data derived from the letter will help the BCA National Board in formulating future plans and actions and helping the BCA become a better organization.

Upon dissolution of a chapter, all data, Chapter Charter, and any monies remaining in the Chapter Treasury must be returned to the National BCA Office.

It is strongly recommended that each chapter hold a formal business meeting at least three (3) times each year. Chapters should also publish a newsletter, or other type of communication, for its members. A copy of these newsletters or chapter communications must be sent to the BCA National Board.

A Chapter may not hold a local, regional or other event which shall be in conflict with a National event of the BCA.

REGIONS

1. Three (3) or more Chapters may establish a Region. If any of these chapters are a recognized Region, they may withdraw from that Region for qualified reasons such as distance, travel, etc. Desire to withdraw must be stated in writing to the Regional Director with a copy to the BCA National Office.
2. With the lack of volunteers term limits are eliminated.
3. The person serving as Regional Director will be appointed to that office by the Directors of the Chapters which are members of that Region.
4. The intended function of a Regional Director is to act as an information facilitator for matters concerning the Region, its member Chapters and the BCA. The Regional Director is encouraged to submit in writing suggestions, ideas, plans and concerns to the BCA Nation Board. These will be placed on the National Board's Meeting Agenda for consideration and resolutions will be reported in the Minutes of the BCA National Board Meeting. These minutes will be sent to all Chapter Directors and Regional Directors regularly.
5. The basic duties of a Regional Director shall be written, telephone, and email communications between the regional headquarters and its member chapters. These communications shall include coordinating the selection of the chapter to host the Regional Meet each year. It is

recommended that the dates and locations of any given year's regional meets not be scheduled prior to the awarding of the National Meet for that year. The costs incurred by a Regional Director must be kept to a minimum as the payment of these expenses must be shared by the various chapters in the concerned Region. The Regional Director is not required to attend all meetings of chapters within his/her Region. It is strongly recommended that a system of record keeping be established and maintained by each succeeding Regional Director so that all concerned may be cognizant of that Region's past activities and communications.

6. Regional Directors are responsible for submitting dates for local shows and meets within the Region, as well as the dates for the Region's own meet to the National Board and to the Editor of the *Buick Bugle*. These dates may be submitted as much as two (2) years in advance. The aim is to avoid conflicts of scheduling of show and meet dates as outlined elsewhere in these Rules and Regulations.
7. It is strongly recommended that where Regional Meets are judged, the approved BCA National 400-point form and system be utilized. This will permit more BCA members to become familiar with the forms and systems used at the National Meets and also aid in increasing the numbers of judges who are familiar with the system. The judging forms and Handbook may be obtained from the BCA National Office.
8. If an appointed Regional Director has the desire or intention of forming a Regional Board of Directors, it is strongly recommended that the Director or a designee of each of the member chapters in the concerned Region be on this Board of Directors.

MINUTES OF THE BCA NATIONAL BOARD MEETINGS

A copy of the BCA National Board minutes shall be posted on the BCA website as soon as possible after approval of the minutes by the Board of Directors.

It is strongly recommended that the minutes of the National Board Meetings be read at each chapter meeting. This will keep members advised of the activities of the National Board. Chapters and members are encouraged to respond or suggest activities of the National Board. Chapters and members are encouraged to respond or suggest activities or future actions to the Board for consideration.

BUICK INSIGNIAS OR LOGOS

Use of the Buick Club of America insignia and/or logo and any of the insignias or logos registered to Buick Motor Division of General Motors Corporation are restricted.

In as much as Buick insignias, such as that used in the Buick Club of America, have been given written permission from the Buick Motor Division of General Motors Corporation to use these insignias and logos, therefore it is imperative that any use of the Buick Club of America insignia or logo or Buick insignias or logos be submitted to the BCA National Board for approval.

Accompanying the request for use of the above mentioned registered logos should be a sketch or drawing of the proposed use of the insignias or logos. The Buick Motor Division, in giving us permission to use trademark insignias, can, at any time, request or demand a list of items in which the Buick insignia or logo have been used.

REGIONAL, LOCAL AND DIVISION MEETS

Any Chapter or Division may host a local meet. Any Chapter which is a member of a recognized Region may, singly or in partnership with other Chapters within that same Region, host a regional meet with Regional Director's guidance.

Each Chapter or Division may request a sum of \$50.00 each calendar year from the BCA National Treasury for advertising and promotion of a Meet.

These monies may be requested prior to the scheduled Meet, or within 90 days following the Meet. The sum of \$50.00 will be allotted to each Chapter which actively hosts a Meet. Copies of ads printed in local papers or national periodicals regarding the meet must be sent to the National Office, to substantiate the request. The allocation of the \$50.00 of National funds cannot be transferred from one chapter to another in the event that one chapter is not going to host a meet within that calendar year. It has been recommended by Chapters who have previously hosted meets on various levels that the following guidelines be utilized:

1. Establish a cut-off date or deadline for receipt of registration for cars to be judged. This will allow the host chapter time to set up and organize and train the judging teams. A two week lead time is recommended. Registrations received after the cut-off date could be allowed to display, but perhaps not considered for judging.
2. Photographs and write up of the Meet should be submitted to the *Bugle* for publication. The story and pictures must be in the possession of the *Bugle* Editor prior to the tenth (10th) of the month following the show or Meet.
3. The use of the wordage "ADMISSION CHARGE" on any advertisements or printed material used in conjunction with either local or regional shows or meets could impose additional liability on BCA and/or the chapter(s) involved. Therefore it is forbidden to charge admission for club shows or events or meets.

NATIONAL MEETS

Any BCA approved organization may submit a bid to host a National Meet. Bids should be prepared with the National Meet Committee guidance. However, in the absence of an accepted bid in any particular year, the National Meet Committee is authorized to conduct that year's National Meet.

INSURANCE

The National organization known as the Buick Club of America has an active and in force insurance policy covering General Public Liability. This policy covers the BCA and its members only at BCA sanctioned activities. It does not cover any situation or condition other than what may transpire at such a sanctioned activity.

The BCA is an incorporated, non-profit organization. As such the use of the wordage "ADMISSION CHARGE" on any advertisements or printed material used in conjunction with any meet, show or other function, be in National , Regional or Local in character, could impose additional liability on BCA and/or the chapter(s) involved. Therefore, the words "ADMISSION CHARGE" may not be used on any advertisements or other printed material pertaining to a BCA activity.

The BCA insurance policy is in force at all locations of the insured in the United States of America, its territories or possession, and Canada.

When a Chapter is holding an event at a Fairgrounds, shopping center, etc., the owner frequently asks for a Certificate of Insurance showing that the BCA has adequate coverage. Such a certificate may be obtained by sending a letter to the BCA National Office at least one month prior to the event. The letter must include the following information:

1. Name of the BCA Chapter involved
2. Location of event (complete address)
3. Dates and time of event
4. Description of activity (i.e. car shows, tour etc.).

All requests for Certificates must be made through the BCA National Office.

BCA STOCKROOM

BCA apparel will be featured in the *Bugle* and may be ordered through the BCA Office.

TAXES

The Buick Club of America is an incorporated, non-profit organization. The BCA has filed and received a Tax-exempt registration number from the Federal Government's Internal Revenue Service. Chapters could, in some instances, become subject to Federal and state income tax laws. This situation should be handled by the chapters involved.

BUICK BUGLE

The *Buick BUGLE* is published monthly by the Buick Club of America. Members in good standing of the BCA are entitled to one free 30 word classified ad per month excluding name, BCA number, address and telephone number. Additional words are \$0.15 each. BCA members who are "in the business" selling such items as parts (reproduction and original), decals, or who derive their income from the automotive hobby are classified as commercial advertisements and must pay for classified or display ads at the Commercial Rates.

Rates and information on how to submit copy for advertising as well as feature stories and photographs are printed in each edition of the *BUGLE*. Deadlines for submission of these items are also published.

All articles, photographs, literature, etc., must be submitted for publication to the Buick *BUGLE* Editor, at the address published in the *BUGLE*. DO NOT send any material directly to an individual person's address.

JUDGING HANDBOOK

The Judging Handbook contains all rules and regulations governing and guiding awards at BCA sanctioned events. The contents of the *Handbook* is incorporated into these Rules and Regulations.

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History:

9/1/2015: amended National Meet section: replaced text based on motion # 2015 2016-7