

## By-Laws – 7.0 GOVERNOR

The NCCC Governor is our Club representative in all NCCC matters and performs all duties pertaining to this office. The NCCC Governor keeps the Club informed on all NCCC rules, rule changes, sanction requests, NCCC reports, NCCC points, and other information of general interest.

### Governor Guidelines

#### Timeline:

- **Beginning of the Year**
  - Provide the SWR Regional Executive with your proxies for each national meeting; in case you are not able to attend in person.
  - Promote the SWR Annual Competition Schedules; racing and non-racing
  - Work with the Car Show Chairperson(s) to promote use of the NCCC Display at the shows. Once commitment is obtained from them, book the display thru the NCCC Director of Public Relations.
  - Promote the SWR Awards Banquet, typically held in March each year.
- **Throughout the Year**
  - The NCCC Governor will process all NCCC new member and renewal forms as per the guidelines of the NCCC Regional Membership Director (RMD); working with Membership.
    - The Governor provides NCCC new member forms to Membership so they can have new members fill them out, provide club dues (includes NCCC dues)
    - Membership will then turn over the form and dues to the Club Treasurer
    - The Club Treasurer will cut a check to NCCC, in the amount of the total new members for that month; passing that back to the Governor.
    - The Governor then adds the new member(s) to the NCCC database; which then assigns the NCCC number for the new members. The NCCC numbers are then provided to the new members and to Membership, for publication in the Membership Directory.
    - The club check for new members is then mailed to the RMD; who in turn passes that on to the National, once they have validated the updates in the NCCC database.
    - One caveat is that when members join Cowtown from September to the end of the year, their dues are held until renewal time; so that they are not hit for a club renewal by November.  
**NOTE:** If the member wishes to compete in NCCC events before the end of the competition year (requiring an NCCC number), the Governor and/or Membership will need to explain to them that they would need to renew again before November, since their membership can't be held.
  - The Governor prepares and submits an article for the monthly newsletter.
  - The Governor should attend and represent Cowtown at all Southwest Region Governor's Meetings. Typically this is four per year which are held in conjunction with NCCC events.
  - The Governor should attend and represent Cowtown at least two NCCC national meetings per year; the club typically will reimburse travel expenses for these trips.
- **Year Ending:**
  - Governor Election Process
    - The Governor is elected earlier than other club officers for several reasons
      - This offers the incoming Governor time to visit NCCC Region and National year-end meetings if desired, prior to taking office.
      - It offers the incoming Governor an opportunity to work with the existing Governor on the annual membership renewals.
    - Nominations are taken at the September Meeting (only from the floor)
    - The Voting Election will be held at the October Meeting unless there is only one candidate nominated at the September meeting.

- NCCC Points and Awards
  - The NCCC Governor will also be responsible for keeping track of the points for NCCC Top Competitor and all NCCC competition awards and will present these awards at an Awards Banquet.
  - The NCCC Governor will be responsible for keeping track of Club members who earn a Club NCCC Travel Award.
  - The NCCC Governor will assure all award purchases for Club competition events.
- Annual Membership Renewals
  - The Regional Membership Director sets a date for renewals to be in, typically by the middle of November; the date is predicated off the date provided by National. Members which do not renew by the deadline have a \$10 late renewal fee imposed on them by National; which we pass on down as part of club renewal. If the member doesn't renew by 12/31/xx, they are dropped from the membership and have to return as visitors, going thru the new member process.
  - Starting in the September newsletter, place a renewal form as an insert and encourage members to renew during reports at the membership meetings and in your newsletter article. Continue the inserts thru the November issue.
  - Have the webmaster place the renewal form on the website as well.
  - As renewals come in, update the NCCC National Membership database with the information.

### **NCCC Awards:**

All of these NCCC awards are inclusive of regional and national points. The events can be a combination of sanctioned and non-sanctioned events (i.e. Convention) provided that the event had event results tallied and posted to all competitors.

- **Cowtown Top Competitor**
  - Current year – this is the member (male or female) that earns the most NCCC points for the competition year. This member earns the privilege to have their name added to the Cowtown traveling award and to display that award in their home for the following year.
  - Previous year – receives a permanent award.
- **Concours** – The male and female member earning the most concours and car show event points.
- **Drag** – The male and female member earning the most drag event.
- **Funkhana** – The male and female member earning the most funkhana event points.
- **Rallye** – The male and female member earning the most rallye event points.
- **Speed** – The male and female member earning the most speed event points; this consists of high and low-speed autocrosses.
- **Travel Awards** – any member attending the minimum number of NCCC events.