

## **Military Vehicle Preservation Association**

### **Policy 1: Formation & Functions of Committees**

(Adopted March 2001, revised March 2005, March 2006, November 2008, July 2010, February 2017)

**Committees:** The Board of Directors of the Association, by resolution, may appoint committees, each of which shall consist of two Directors, one as chairperson, the other as an alternate. These committees, to the extent of provided in said resolution, shall have and exercise the authority of the Board of Directors. The designation and appointment of any given committee and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any individual director, of any responsibility imposed upon it or them by law.

**Standing Committees:** A standing committee is one that serves the Association on an ongoing basis.

- a. **Executive Committee:** Shall consist of the President, Vice President(s), Secretary, Treasurer, and Past President, while said Past President is serving as an Honorary Director. It shall have and exercise the powers of the Board of Directors between meetings of the Board, subject to any prior limitations established by the Board. All actions by the executive committee shall be reported to the Board of Directors by electronic means within 10 working days.
- b. **Finance Committee:** Shall oversee the budget of the Association, recommending investment policy for the reserve funds of the Association. The members shall be of the Board of Directors, to include the Treasurer and President when these persons are not current Directors. The President may appoint special advisory members.
- c. **Nomination Committee:** Is appointed by the President, and shall consist of not more than five (5) members, one of whom shall be the Vice President, who shall sit as chairperson, unless he/she is up for reelection, then the president will appoint another chairperson. The president shall appoint the nomination committee at the summer Board meeting, in even numbered years, prior to the call for candidate nominations. The Nomination Committee will receive and verify the applications of the candidates as set forth in the bylaws. They will present to the Board the full slate of qualified candidates and their recommendations. Guidelines regarding geographical distribution will be made available to the Nomination Committee. This committee's work will be considered finished with the final editing of the resumes for printing in Supply Line and / or listing on the website.
- d. **Awards and Recognition Committees:** Shall recommend candidates for recipients of Association awards to the Board of Directors for approval. Award types and guidelines for selection require approval of the Board of Directors. Current sub-committees are as follows: Drivers Award, Honor Roll/Distinguished Service, Newsletter Editor, Affiliate Website, Littlefield, and Pioneer Award.
- e. **Vehicle Judging Committee:** Shall consist of two Directors plus an appointed Chairperson. (Refer to Policy 16)
- f. **Members Liaison Committee:** Shall facilitate communication between members of the MVPA.
- g. **Marketing/Promotion & Corporate Liaison Committee:** Shall develop and carry out plans to acquire exposure and recognition for the MVPA through a variety of media in the U.S. and overseas such as; newspaper and magazine articles, television, corporate sponsorship, endowments, increased internet exposure, event participation. Establish Corporate Sponsorship guidelines and implement, establish liaisons with museums, CAF, other car/truck clubs, re-enactor groups, events, shows, movies, film commissions, veteran's organizations, youth groups, charities, etc.

- h. **Convention Development & Support Committee:** Shall be chaired by the Event Director. This committee shall seek out and communicate with organizations interested in hosting a MVPA convention. It will also insure that the host group understands the financial, space/weight, location and timing requirements. The Chairperson will assist the Affiliates in their preparation to present bids to the Board of Directors at either the summer or winter meeting. The Chairperson will act as a liaison among the host group, MVPA Directors, attorney, convention site and hotel management until the contracts are signed. The Chairperson will continue to work closely with the President in these same areas until the Convention is completed in any given year. Refer to Policy #5.
- i. **Government/Legislative/ DMV Liaison Committee:** Shall keep the Board of Directors and MVPA membership informed of any governmental issues pertaining to or potentially affecting the military vehicle hobby.
- j. **Historical Archives Committee:** Shall assist the Board of Directors of the archives in the organization, funding and growth of the pictorial and documentation collection.
- k. **Affiliate Liaison Committee:** Shall be chaired by the Vice President and will screen potential affiliates to insure compliance with Policy #4. They will recommend new affiliates for a vote by the Directors at any Board meeting, either in person or by electronic means. They will support relations between the affiliates and the MVPA with an annual telephone call to field any concerns or suggestions.
- l. **Technical Advisory Board Committee:** Shall communicate with the MVPA's volunteer technical advisors. Arrange for technical advice to be shared at the annual convention.
- m. **Safety Committee:** Shall encourage safety through articles for MVPA publications and consult with convention chairman on safety issues at the annual event.
- n. **Website Committee:** Shall oversee, review, monitor and make recommendations to the MVPA Board and Web Master. They will also make recommendations for the Affiliate Website Award.
- o. **Five Year Plan Committee:** Temporarily suspended.
- p. **MVPA Event Committee:** Shall plan and / or promote national and international events such as D-Day+60, Alcan Highway revisited, Affiliate link-up convoys and regional shows.
- q. **Legal Advisory Committee:** Is to be chaired by the President who will communicate with the MVPA's Attorney on legal matters concerning the MVPA and Board of Directors. In addition, seek pro bono legal advice from MVPA members who are attorneys. The MVPA President shall be the alternate chairperson on this committee.
- r. **Re-enactor Liaison Committee:** Shall foster communications between re-enactor groups and the MVPA encouraging membership and participation at MVPA conventions and events.

## **Military Vehicle Preservation Association Policy 2: Display of Uniforms and Vehicles**

(Adopted February 1998 / Amended: March 2001, March 2011, March 2012)

**Uniforms:** United States Statutes and Department of Defense Regulations prohibit anyone, except a member of the Army, Navy, Air Force, or Marine Corps, from wearing the uniform, or the distinctive part of the uniform of the U.S. military forces, except as otherwise provided by law. Only lawfully authorized persons may wear current U.S. military uniforms at MVPA events. Uniforms no longer utilized by U.S. Armed Forces may be worn, if done so in a dignified and respectful manner at MVPA events, meetings, or in conjunction with vehicle displays. Likewise, as an international organization, similar consideration and respect is expected toward the uniforms of the national armed forces of other countries consistent with the parameters expected in those nations. It is strongly recommended, out of respect to those who served in the military services, that decorations for valor not be worn unless said member has earned such decoration through prior or current military service.

Politically significant uniforms should not be worn under any circumstances. These include, but are not limited to, such uniforms as SS or Gestapo uniforms, etc. Further, display of contemporary manufactured items (shirts, flags, posters, etc.) with symbols and/or verbiage that are commonly deemed offensive is not allowed. Common sense and due regard for the feelings and experiences of others is expected of all members and event attendees.

MVPA members who wish to wear a distinctive uniform depicting themselves as a member of a MVPA affiliate are encouraged to wear uniforms that are distinct, similar, and are worn with respect. If worn, it is recommended that the MVPA patch be worn on the left sleeve and the affiliate patch on the right sleeve.

**Vehicles:** Vehicles should not be driven at or in, or transported to or from, any MVPA event or display in such a manner as to endanger property or people. Vehicles involved in MVPA events or displays may be moved in conformity with the written rules of the event or written and/or verbal instructions of MVPA event officials.

**Penalties:** Any person failing to adhere to these rules, or exhibiting other negligent or irresponsible behavior, may face expulsion from the event or display and, if appropriate, suspension or termination of MVPA membership.

## **Military Vehicle Preservation Association Policy 3: Board of Directors Election Procedures**

(Adopted August 1998, revised March 2001, June 2002, March 2004, March 2005, March 2007, November 2008, July 2010, July 2013, February 2017)

Election for Elected Directors shall take place every two (2) years, in odd numbered years, at which time four (4) Directors will be elected. The following procedures will be followed in conjunction with MVPA Bylaws whenever the general membership votes for a member of the Military Vehicle Preservation Association Board of Directors.

As per Section 3.3 of the MVPA Bylaws, the election of the eight (8) Elected Directors shall be by vote of the Membership at large for each position. Voting shall be by mail-in ballot, or other method adopted by the Board from time to time, and under procedures established by the Board. At least six (6) of the Elected Directors must be citizens of the United States and no more than two (2) Elected Directors shall be from the same state in the United States. If a slate of candidates may produce election results in conflict with the

*MVPA Policies – February 2017*

apportionment of elected directors that fact must be posted with the candidate profile both in Supply Line and on the MVPA website before the election. Elections shall be by plurality voting, so the candidate not in conflict with the apportionment rules receiving the highest number of votes shall fill one open position, the candidate receiving the next highest number shall fill the next open position, and so on until all open seats in any election shall be filled.

A schedule of the following procedures with exact dates will be submitted to the Board prior to the start of each election.

- a. The Nomination Committee, Chaired by the Vice President, will be appointed by the President prior to the start of the election process. See MVPA Policy #1C for more details.
- b. The Nomination Committee requests candidate recommendations from the Board.
- c. Call for nominations to be sent to Affiliate Presidents, published online, on the MVPA website and in the next *Supply Line*.
- d. Postmark for nominee applications, which must reach MVPA-HQ by set date.
- e. The Nomination Committee presents a full slate of qualified candidates and their recommendations to the Board.
- f. Seven (7) days maximum from the presentation the Board must vote on the slate of candidates.
- g. Fourteen (14) days maximum from the approval of the slate, the Nomination Committee finishes contacting all candidates.
- h. A list of nominees will be published on the MVPA website and in the next *Supply Line*.
- i. Profiles to be edited and ready for publication on the MVPA website and in *Supply Line*.
- j. Nominee profiles to be published in the next *Supply Line* and posted on the MVPA website. All voting instructions on the ballot will be in a format as determined by the Nomination Committee.
- k. Ballots will be mailed to all eligible members by the method as directed by the Board of Directors.
- l. An email will be sent to Affiliate Presidents urging them get their members to vote.
- m. All ballots must be mailed to a CPA selected by the MVPA Board of Directors. Each ballot must include the member's signature and MVPA membership number, in the designated spaces, to be valid. Consolidation of individual ballots into a single envelope for mailing purposes is permissible.
- n. Ten (10) Days following the postmark deadline the CPA notifies the MVPA Secretary of the final election results.
- o. Ten (10) Days maximum from CPA vote tally notification, the Secretary certifies the results, notifies the Board of the results and releases them for printing in *Supply Line*, posting on the MVPA website and candidate notifications.
- p. Ten (10) Days maximum following final results the President and/or Vice President shall notify all nominees of the election results.

- Upon notification the results will be posted on the MVPA website and the newly elected Directors will be added to the MVPA-HQ email list for communication with the current Board.
- Publish election results in the next issue of *Supply Line* following certification of final results by the MVPA Secretary.
- Newly elected Directors are sworn in at the next Winter/Spring Board meeting.

## **Military Vehicle Preservation Association**

### **Policy 4: Affiliates**

(Adopted July 1981, revised March 2001, June 2014)

The Board may vote to affiliate with any group, which seeks to affiliate with the MVPA.

#### **Recognition:**

A letter requesting recognition as an affiliate must be submitted to the Affiliate Liaison via MVPA Headquarters and include a completed affiliation form, which may be obtained from Headquarters or through the MVPA website.

Recognition of an Affiliate shall be for a period of one year, unless sooner revoked by the MVPA Board of Directors. Recognition shall continue on an annual basis, unless revoked by the MVPA Board of Directors and/or due to non-compliance of the Affiliate. Headquarters will send an annual update form to all Affiliate presidents to be completed with updated information, signed, and submitted to the MVPA Headquarters within 60 days. Failure to submit updated information may be cause for revocation of Affiliate status.

Recognition of any Affiliate may cease if the Affiliate fails to answer any written communication sent by Certified Mail within 90 days, unless sooner as required by said communication.

Potential affiliates of the MVPA should have a distinctive group name, which shall not include or imply a “chapter” status with the MVPA, have governing bylaws in place, and a formal membership list. A copy of all shall be sent to the MVPA Affiliate Liaison via the MVPA Headquarters.

(Existing Affiliate names, recognized prior to January 1, 2014, which include the word “chapter”, are grandfathered with the understanding that the Affiliate is not a “chapter” of the MVPA.)

An Affiliate logo is not required, but if one exists upon requesting recognition, or is added later, it will require approval from the MVPA as part of the Affiliate recognition process, or to maintain status as an Affiliate.

#### **Officers and Membership Status:**

Ten MVPA members in good standing are required for Affiliate recognition and to maintain Affiliate status. Nomination, election, and installment of at least the following officers is required: President or Chairman, Secretary, and Treasurer, or Secretary/Treasurer, and the appointment of a Newsletter Editor or Webmaster. Other terms for these positions may be used as found within the group's bylaws. A minimum of three officer/editor positions is required.

All Affiliate officers and newsletter editor or webmaster shall be required to be members of the MVPA. Failure to do so may be cause for revocation of Affiliate status. This requirement extends to any sub-groups of Affiliates that have their own elected officers. All Affiliate members should be strongly

encouraged to join the MVPA.

Affiliate officers shall not have been convicted of any felony, nor shall they engage in illegal activity or activities that may adversely reflect, effect, or damage the good name of the MVPA or the positive perception of the historic military vehicle hobby.

**Newsletter:**

Affiliation shall not be continued with any organization that does not publish a member communication—print or electronic—at least quarterly (unless waived by the Board of Directors). A copy of each “newsletter” shall be sent to the MVPA Headquarters in a timely manner. Affiliate communications sent to the MVPA may be by either print or electronic form.

The Affiliate newsletter editor and/or webmaster shall be considered the person(s) responsible and accountable for all content in the Affiliate newsletter, website, and/or electronic communications. It shall be the responsibility of the newsletter editor and/or webmaster to verify the accuracy of any and all material relating to the MVPA, its officers, Board of Directors, and policies. Failure to do so may result in the suspension or revocation of Affiliate status as deemed appropriate by the MVPA Board of Directors.

**Finances:**

No Affiliate shall create any financial liability, nor shall it enter into any contracts affecting the MVPA, or its interests, without the express written consent of the Board of Directors. Said consent will then be granted only on a case-by-case basis. Affiliates shall not hold, nor shall they cause, the MVPA to be held financially or otherwise liable in any way for their actions or lack of it.

Affiliates shall maintain an accurate set of books-of-account delineating cash flow and be accountable to its members. Such Affiliates shall make available to its members, and the MVPA, a financial statement upon request. Such a MVPA request may only be made when there is a planned or current interaction between the MVPA and the Affiliate, such as, but not limited to, a co-sponsored activities.

**Legalese:**

The MVPA may enter into contracts with Affiliates for the purpose of conducting conventions or other activities.

Unsafe acts, acts that may cause liability, or acts of a political nature by the Affiliate that may cast the MVPA, or the historic military vehicle hobby, in an unfavorable manor may be grounds for revocation of the Affiliate status or recognition of any special events. The MVPA Board of Directors shall be the sole judge of such unfavorable conduct.

The MVPA Board of Directors shall retain the right to revoke affiliation with any group which has ties of affiliation with any organization that creates conditions not in the best interest of the MVPA. The Board of Directors shall be the judge of the best interest of the MVPA.

Any and all Affiliate activities which use the MVPA logo, name, description, or variation thereof, shall advise the Affiliate Liaison within a reasonable time period in advance of such activity. MVPA permission granting such use is not automatic and notice of use shall be given for each activity. **(See Policy # 18 - MVPA Trademark and Logo Usage)**

**Benefits:**

- a. **Advertising:** An Affiliate in good standing will receive a 50% discount on *Supply Line* display

advertising of events they host pertaining to military vehicles. Limit one ad per issue. Payment must accompany the camera-ready copy, which must comply with all Supply Line advertising guidelines in effect at the time of ad publication.

- b. **Insurance Program:** An Affiliate in good standing may participate in the MVPA's Affiliate Liability Insurance Program. A modest annual fee allows for Affiliate inclusion in the program which provides general liability coverage for static Affiliate events. Contact MVPA Headquarters for further information.
- c. **Membership List:** An Affiliate in good standing may request a list of MVPA members for purposes of membership recruiting and event promotion.
- d. **Group Listing:** An Affiliate in good standing will be listed in the "Affiliate Section" of each *Supply Line*, to include the group's meeting schedule, and President and Newsletter Editor/Webmaster contact information.
- e. **Convention Table:** An Affiliate in good standing may be provided a promotional table at each MVPA convention, at no charge, to share the group's activities and recruit new members. Sales are not permitted, except for novelty items that contain the group's logo. The MVPA will be provided, upon request, a promotional table/space, at no charge, at any Affiliate activity to share MVPA news, recruit new members, or sell MVPA Supply Room items.
- f. **Event Listing:** An Affiliate in good standing may have their military vehicle events listed in the "Upcoming Events" section of *Supply Line*.
- g. **Recruiting Brochures:** An Affiliate in good standing may request MVPA recruiting brochures, at no charge, on which the group may stamp its information and distribute for recruiting purposes.
- h. **Recruiting Program:** An Affiliate may receive MVPA "Bucks" for recruiting individuals to the MVPA in the name of the Affiliate. MVPA "Bucks" may be used toward any cost incurred by the Affiliate that is due the MVPA, or purchases made through the MVPA. The exchange rate is one "Buck" to one dollar.
- i. **Representation:** An Affiliate in good standing may attend the Affiliate Representative advisory meeting at each convention. This is an opportunity to help set the future direction of the MVPA, by sharing ideas and questions with MVPA Board members. The MVPA Affiliate Liaison, or any Director, may be contacted at any time with questions, suggestions, or concerns.

## **Military Vehicle Preservation Association Policy 5: Annual Convention**

(Adopted June 1982, revised February 1999, March 2001, June 2004, March 2006, March 2007, June 2007, July 2010, November 2012, February 2017)

### **Hosting A MVPA Convention**

1. The MVPA, realizing the complexity in hosting a convention, has determined that certain requirements are necessary for a successful convention. These are published in the "Convention Guide for Hosting a MVPA Convention". Copies of this guide are available from MVPA Headquarters.
2. MVPA is financially liable for the event and all contracts will be approved by the President and Event Director and then signed by either.

## *MVPA Policies – February 2017*

3. After the convention, the Host will be reimbursed for all expenses pre-approved by the Event Director, including costs incurred to make the original presentation to the MVPA Board of Directors.
4. The Host will be responsible for the design and production costs of the official T-shirt. They will also be responsible for the promotion and sales of the T-shirt and will keep 100% of the profits.
5. The Host will receive the following funds in a combined payment, after expenses, within 90 days of the convention's conclusion.
  - a. 30% of the net convention income (excluding the auction proceeds).
  - b. 70% of the net auction income.
  - c. 50% of convention sponsorships.

In the event the aggregate of net convention income, net auction income and convention sponsorships are a loss, the host shall not receive any remuneration.

### **Convention Host Requirements**

1. A bidding Affiliate must be currently active and in good standing with the MVPA and have been a recognized organization for three (3) years prior to the initial presentation. Exceptions to this policy may be taken under consideration by the Board.
2. A bidding Affiliate must have a minimum of 20 members who are active members of the MVPA at the time of the initial presentation to host a convention.
3. A letter of intent from an Affiliate event coordinator must be presented and signed by a minimum of 20 members (active in MVPA) and forwarded to MVPA-HQ prior to the presentation to the Board.
4. The Convention location must meet certain size, price, hotel and airport requirements as outlined in the "Convention Guide" This information must be presented to the MVPA Event Director prior to the presentation being placed on a Board Meeting agenda.
5. The bidding organization must make a presentation to the MVPA Board at a scheduled Board Meeting.

### **The Admittance Policy is as Follows**

1. MVPA members & non-members are permitted to enter the swap meet & vehicle display on all show days.
2. Thursday & Friday entrance by non-members will require payment of the "Member Registration Fee".
3. Saturday entrance will be by a per-adult fee or donation for members and non-members.
4. Non-members cannot pre-register therefore will not be eligible for registration discounts or vehicle participation.
5. Non-members cannot purchase meal or tour tickets in advance, but they may do so at the door if available.
6. MVPA Members can register non-members as their guests with full privileges including the pre-registration discount, advance tour and meal ticket purchase.



7. Only MVPA members can attend the Board, Membership & Affiliate Support Meetings.

**Military Vehicle Preservation Association**  
**Policy 6: Associate Member Benefit**

(Adopted March 2007, revised March 2010, November 2011, November 2013, Rescinded November 2015)

**Military Vehicle Preservation Association**  
**Policy 8: Discipline Against Members**

(Adopted March 2001, revised August 2005, February 2017)

**Policy Definition:**

The policy for “Discipline Against Members” is as follows:

The areas of conduct listed below are covered by this policy:

- Any act or action of a member(s) of the MVPA that brings discredit upon the Military Vehicle Preservation Association.
- Any violation by a members(s) of the MVPA of the Continental United States Federal, State, County, Township, or Municipal Laws that would directly or indirectly bring discredit upon the MVPA.
- Any violation by a member(s) of the MVPA of the laws of any foreign jurisdiction that would directly or indirectly bring discredit upon the MVPA.
- Any act or action that violates the By-laws of the Military Vehicle Preservation Association.
- Any act or action(s) that would lead a reasonable and prudent individual to believe that such act or action would be detrimental to the MVPA and/or to the members(s) of the MVPA.

If a MVPA member is charged criminally with an offense that would fall into one of the above listed categories for disciplinary action, the resultant dismissal or subsequent revocation of the criminal charges will not impede the implementation of actions against the member by the Board of Directors.

**Complaint Process:**

The initiation of a complaint against an MVPA member is possible through several methods:

- By any member of the MVPA Board of Directors
- By any member of the MVPA
- By any non-member of the MVPA

There are different levels of complaints, they are:

- Emergency Complaint – requiring immediate response
- Non-Emergency Complaint – not requiring immediate response

Whenever possible the complainant should submit a written complaint that contains the following:

- Complainant's name, address, and telephone number
- Membership number, if applicable
- MVPA member that complaint is lodged against
  
- Any applicable witnesses, including their names, addresses, and telephone numbers
- The date of the incident
- A written description outlining the complaint

If the complainant refuses to identify him or herself, then the Board of Director or MVPA headquarters staff, who received the complaint, will make a notation of the incident and file it with headquarters.

The reluctance or refusal of the complainant to identify themselves and to remain anonymous, may create a problem in the investigation or verification of pertinent criteria in the complaint. Therefore, the anonymous complaint may be weighed, as a determining factor, in the decision of the Board of Director(s).

All investigative materials will be permanently filed at the headquarters office.

### **Conduct of the Investigation:**

The classification of a complaint that warrants actions by the MVPA Board of Director(s) or the Board's pre-assigned designated representative will be classified in one of the following categories:

- **Emergency** – a complaint or incident that requires an investigation by the Board of Directors, a Director or a pre-assigned designated Board representative to an incident that requires an immediate response. This investigation will apply to those actions of an MVPA member that are currently or have just occurred.

Whereas immediate action taken will prevent an act from continuing to occur or from a reasonable belief that it will occur again within a short time period.

The immediate need to protect the member of the MVPA, the public in attendance at any sanctioned MVPA event, and/or the interests of the MVPA, would be a primary objective.

- **Non-Emergency** – a complaint or incident that requires an investigation and a decision by the Board of Directors(s). Whereas, the determination of the initial investigation will not require an immediate response due to the belief that the incident is contained and the likelihood of additional violations is not foreseen.

Additionally, those factors weighed should include the results of a delayed disciplinary decision and its relation to any further problems that any delay would create.

**Notation:** No Director(s), a pre-assigned designated Board representative or staff of the MVPA are required to take any action in a situation that would place themselves or others in a potentially harmful situation. Any incident that would warrant the need for a local law enforcement intervention should be immediately assessed and prompt notification and a request for law enforcement interaction will be sought.

The member of the MVPA that is investigated shall not construe the preliminary actions of any individual Director(s) or the Board's pre-assigned designated representative in an Emergency to be conclusive in nature. Only a formal vote of the MVPA Board of Directors, with a majority vote, that affirms or denies disciplinary actions is the only official result of an investigation. All other actions are a temporary remedy to protect the interests of the MVPA, its members and/or the general public.

Whenever possible, all pertinent parties involved in an incident should be consulted. The member under investigation will be afforded the opportunity to present their defense to any complaint.

**Member Response:**

The member of the MVPA under investigation shall have a reasonable time period to respond to the accusations and provide a defense. A member subject to discipline must be notified in writing by first class mail sent to the last address of the member shown on the corporation Association records not less than fifteen (15) days prior to the inception of said discipline stating the reasons therefore. The member shall have the opportunity to be heard, orally or in writing, not less than five (5) days before the effective date of the discipline by a person or persons authorized to decide that the proposed discipline not take place.

Notification of the MVPA member(s) under investigation may require a verifiable form of communication.

Failure of the MVPA member(s) to respond to a complaint after two verifiable efforts have been made can be deciding factors taken by the Board of Directors in rendering their decision.

**Conclusions to Investigations:**

The resultant discipline shall be one of, or a combination of the following:

- Exoneration – This conclusion will free the accused of all wrongs or blame
- Censure – This conclusion will require a written formal reprimand issued by the Board of Directors
- Suspension of membership – This conclusion will result in a period of suspension to be determined by the Board of Directors
- Termination of membership – This conclusion would result in the permanent revocation of the MVPA membership, rights and privileges of the accused
- Permanent exclusion – This conclusion shall permanently exclude the accused MVPA member from any attendance or participation, either directly or indirectly, in any MVPA sanctioned event. This shall include a ban on any business interests they may hold as a vendor, any guest privileges, advertisement in any MVPA publication, soliciting at an MVPA sanctioned event

**Communications:**

It is in the best interests of all parties involved to have a timely conclusion to any and all investigations. Therefore, the MVPA Board of Directors will not be restricted to conduct the investigation(s) at a formal Board of Directors meeting. The Board of Directors may utilize any of the following forms of communication to expedite the investigation and render its decision.

- MVPA Board of Directors meeting
- In person interviews
- US Postal and Foreign Postal Mail service
- Private carrier parcel services
- Telephone calls
- Telephone conferencing
- Facsimile machines
- Electronic mail, E-mail
- Video conferencing

- Or any other form of communication deemed reliable by the Board of Directors

The MVPA, MVPA Board of Directors, Director, or any authorized representative will have the right to mechanically, or electronically record any segment of the investigation conducted and is not restricted in its use of recording, unless done so by law. The individual(s) who are being recorded are to be advised of the recordings and, if possible, their permission obtained to record. However, a refusal to allowing the recording of the process may be considered in the final result of the investigation.

The need to provide all of the Board of Directors an opportunity to hear any rebuttal from the member under investigation is provided by allowing the board members the ability to hear a recording of any interviews.

## **Military Vehicle Preservation Association Policy 9: Non-Discrimination Policy**

(Adopted May 2002)

It is the policy of the MVPA not to discriminate based on race, color, sex, age, religion, national origin, disability, or other non-merit factors in compliance with Title VI of the Civil Rights Act, the Americans with Disabilities Act, and Sections 504 of the Rehabilitation Act of 1973.

## **Military Vehicle Preservation Association Policy 11: Firearms & Explosive Devices**

(Adopted March 2011, revised June 2015, February 2017)

The MVPA is an association specializing in historic military vehicles of all types. Various weapons are permitted in displays to better illustrate the function of the vehicle in wartime. Certain military-related firearms may also be sold by MVPA Members at MVPA Events. The following apply for the purpose of this Policy as it pertains to MVPA events.

### **Definitions**

**MVPA event:** Any event advertised or sponsored by the MVPA where the use of the MVPA name or logo would lead the public to believe it was an official MVPA event. (Events sponsored and conducted solely by an Affiliate, which may or may not display the MVPA name/logo, are not considered an official MVPA event in this definition.) The MVPA Event Director will appoint a “Safety Officer” to inspect for and enforce the Policy 11 rules.

**Military-related firearms:** For purposes of MVPA policy, only those weapons having been regulation issue to a generally recognized, uniformed, national military service are permitted.

**Safety Officer:** A MVPA-appointed person responsible for inspecting all firearm-related items to insure compliance with Policy 11.

**Firearm:** Any gun or rocket of any size capable of discharging a projectile through the use of a flammable or explosive propellant. All U.S. Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) descriptions and rules apply.

**Receiver:** That part of a firearm bearing the serial number which the ATF considers to be the controllable weapon itself.

**Replica:** A model or copy of a firearm incapable of discharging a projectile, used for display only. This

class may include “Dewat” or “Demilled” copies using original parts converted to use a gas to create noise and flash.

**Blank Firing Guns:** Firearms using blank ammunition to simulate live fire. Automatic or semiautomatic firearms must be modified to operate with blank ammunition and would be self-destructive if fired with “ball” ammunition. Manually operated guns may use blank and ball interchangeably, thus this entire class must be considered as Firearms and rendered inoperable with a plastic tie when not involved in a reenactment.

**Explosive Devices:** Any type of object containing explosive material designed and intended to destroy or injure property or persons by explosive force. Mines, grenades and explosive ammunition are examples of this class.

**Ammunition:** A complete, assembled cartridge consisting of primer, powder and projectile of any caliber capable of being fired in a gun.

## **Policy**

No Firearms, Firearm Receivers, Ammunition, Blank Ammunition or Explosive Devices will be advertised in MVPA publications.

Military-related firearms, military-related firearm Receivers, and Blank Ammunition may be sold or traded at MVPA conventions or sponsored events, by MVPA Members only, as permitted by law and venue policies. Exceptions to this policy will be considered by the MVPA Event Director and at least one other MVPA Director, on a case by case basis.

The Board or MVPA Event Director reserves the right to limit the percentage of the event’s vendor space allotted for the sale of items covered by this Policy.

Those authorized to sell firearms-related merchandise at a MVPA event in accordance with this Policy shall be required to complete the "MVPA Event Firearms and Destructive Device Rules" form and agree to its terms prior to vending/displaying at a MVPA event. A copy of the completed form will be retained by the MVPA, and one copy shall be clearly displayed at the display or vending space. The terms of that form shall be considered part of and an extension of Policy 11 and the form shall be included when Policy 11 is provided or published.

All live guns must be unloaded, cable-tied through the chamber, and the magazines removed upon entry to any MVPA venue. These firearms must remain in that condition on display, and when offered for sale.

Live ammunition, pyrotechnic or explosive devices will not be displayed for sale, sold, or traded at MVPA events.

Replica guns, non-guns, and the inert shells or containers of Explosive Devices may be displayed, traded and sold at MVPA events once approved by the Safety Officer or MVPA Event Director.

Firearms, Replicas, or Blank firing Guns may be displayed on any type military vehicle at a MVPA event, once approved by the Safety Officer or MVPA Event Director. During such display, these items will not be used in any way to threaten or alarm the public. When not part of a display these items should be removed or covered, including during transit.

In cases where a reenactment is part of a MVPA event, or at any time when Firearms are to be on display to the public, the MVPA Event Director and/or Safety Officer must inspect and approve how they are to be displayed. Any Firearm on display will be rendered inoperable with a plastic “cable tie” in order to prevent it from being operated except during a MVPA-approved demonstration. Any “display sample”

ammunition must be inert.

Firearms used in a reenactment may be capable of firing blank or live ammunition interchangeably, thus ammunition control is absolutely necessary. Blank ammunition may be used in a reenactment after inspection and approval, but will not be permitted outside the reenactment area. The approved method is for the Safety Officer to require the unit commander of troops involved to inspect all ammunition available to his unit immediately prior to the reenactment.

**Penalties**

Failure or refusal to comply with this Policy, and any behavior which creates a concern for public safety, shall be grounds for expulsion from the event by the Event Director. Should such negligence or refusal be willful, repetitive, or reflect poorly upon the MVPA, the Board of Directors may suspend or terminate the membership of the responsible individual(s) under the provisions of the MVPA Bylaws, Article 2, section 2.5.

**MVPA EVENT FIREARMS AND DESTRUCTIVE DEVICE RULES  
POLICY 11 AGREEMENT**

Replica guns, non-guns, and inert shells or containers of inert Explosive Devices may be displayed, traded and sold at MVPA events when approved by the MVPA Event Director and event Sponsors without limitation or application of the live firearms and live ammunition policy.

All live guns must be unloaded, cable-tied through the chamber, and the magazines removed upon entry to any MVPA event. These firearms must remain in that condition on display and when offered for sale.

Check-in and declaration of all firearms entering the MVPA event premises must be shown to and inspected by the show staff, managers, designee, or event chairman for cable tie installation. You may use your own cable ties or ties may be provided (limited quantity). NRA yellow “empty chamber” sleeves may also be used.

No firearms shall be allowed on Vendor tables or displays that were not at one time issued to generally recognized national military forces. (For example, no AR15 variants – only M16, M16A1 or M16E2 look-alikes permitted). No sport-modified military firearms.

Dummy guns and permanently deactivated guns shall also be cable tied unless marked clearly “Dummy” or “Deactivated”, or painted in a color clearly indicating its deactivation, or otherwise identified as dummy or deactivated in some descriptive and obvious manner.

Gun handling safety shall be observed by all vendors and event participants at all times. Firearms shall be pointed down or up to the ceiling and never held horizontally or pointed at any display or person. Vendors shall enforce this appropriate conduct upon anyone looking at or handling their firearms or ammunition.

Vendors selling live firearms of any type shall be personally responsible for the firearms and keep close and visual contact with all such firearms while it is in the hands of any other individual for inspection other than the Vendor.

Unattended Vendor spaces selling live firearms or blank ammunition require that the Vendor lock or otherwise secure all live firearms, Destructive Devices, and blank ammunition from handling by anyone during the Vendor’s absence, until the space is again attended by an adult or the Vendor himself with personal responsibility for the firearms therein.

No live Destructive Device Ammunition allowed. Dummy ammunition, or component thereof, are allowed. Dummy grenades and rockets are allowed if in compliance with the deactivation notice policies above.

No loaded magazines allowed in the show.

Living history displays may contain live military-issued weapons (from any country). In such cases, if the weapons are not cable-tied or otherwise rendered inoperable, those creating and operating the display shall insure that it is properly staffed/overseen while accessible to the public. At times when proper staffing/oversight is not present, and members of the public are present, the live weapons shall be properly stored, made inaccessible, or inoperable to the public/attendees of the event.

With respect to any and all sales or trades, all Federal, State/Province, and Local laws, as well as the rules and regulations of the venue of the event, shall be obeyed regarding such sales and transfers.

Vendors having live firearms or Destructive Devices at any MVPA event shall sign the following acknowledgement, at the event and before occupying their assigned vendor space that they have read and

*MVPA Policies – February 2017*

will comply with each of these rules regarding firearms and Destructive Devices. This form will be signed in duplicate and one form shall be displayed at the vendor table and the other retained by the MVPA. The form shall be evidence of the inspection of the Vendor firearms and ammunition display and must be displayed at any vendor table showing blank ammunition or firearms for sale. The form shall state as shown in Appendix A hereto.

The tables of any vendor who is selling blank ammunition or firearms shall be inspected prior to the event opening by the MVPA Event Director and the Safety Officer for compliance with these rules. Violations or problems shall be brought to the immediate attention of the Vendor for immediate correction by the Vendor.

After the event has opened, violations that occur shall result in a requirement that the Vendor close his/her sales tables/space, and leave the premises. No refund shall be given.

A second Violation of these rules may result in banning the Vendor from future MVPA functions and events, and such other punishment as the Board of Directors shall recommended and vote upon pursuant to the Bylaws of the MVPA.

Only MVPA members shall be allowed to sell firearms or blank ammunition as Vendors in an MVPA show or event.

**APPENDIX A**

I ACKNOWLEDGE THAT I HAVE READ THE POLICY OF THE MVPA CONCERNING THE SALE OF FIREARMS AND AMMUNITION AT MY VENDOR SPACE.

I HAVE BEEN ADVISED THAT VIOLATIONS OF THE POLICY WILL RESULT IN A REQUIREMENT BY THE EVENT CHAIRMAN OR AFFILIATE CO-SPONSOR FOR MY IMMEDIATE REMOVAL AND DEPARTURE FROM THE EVENT AND THAT NO REFUND SHALL BE GIVEN FOR THE VENDOR SPACE I RENTED.

I ACKNOWLEDGE THAT I AM IN COMPLIANCE WITH ALL LOCAL, STATE, AND FEDERAL RULES AND REGULATIONS, AND THE REGULATIONS OF THIS VENUE.

\_\_\_\_\_  
VENDOR (print)

\_\_\_\_\_  
MVPA EVENT DIRECTOR (print)

\_\_\_\_\_  
VENDOR (Signature)

\_\_\_\_\_  
MVPA EVENT DIRECTOR (Signature)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE



**Military Vehicle Preservation Association**  
**Policy 12: Re-enactor Guidelines**

(Adopted August 2005, revised March & April 2011, February 2017)

1. Weapons – See Policy #11.
2. Uniforms – All re-enactors are encouraged to be authentic and appropriate in their impression and/or display. All uniforms will be worn correctly and with respect. No items deemed offensive by the MVPA Event Director will be allowed, such as, but not limited to, SS or Gestapo uniforms and related insignia.
3. Flags – Vertical or horizontal display of any National flag is permitted within the living history display. No SS flags will be permitted to be hung or flown in any display.
4. Table Displays – Freestanding militaria displays are allowed (SS on approval). SS flags may only be displayed in a frame behind glass or folded on a tabletop.
5. Vehicles – Although no SS uniforms can be worn, a vehicle with SS markings may be displayed and/or judged.
6. Vehicle displays – a “combat configured” vehicle with modifications, may be entered into competition with display items considered as part of the package. Authenticity of display is encouraged.
7. Show Battles – allowed only with approval of the Event Director and Safety Committee. The group must provide their own insurance coverage.

**Military Vehicle Preservation Association**  
**Policy 13: MVPA Director Duties and Responsibilities**

(Adopted March 2007, revised November 2008, February 2017)

**A Director shall:**

- A. At all times be aware that he/she is no longer a regular Member, and that his/her conduct will be held to a higher standard. Actions, words, and writings will be taken by the membership and the public as official. Anything said or done will reflect on MVPA as a whole. Directors are the “face” of the management of MVPA, and as such, they must be an enthusiastic supporter of MVPA at all times. Missouri Revised Statutes Chapter 355 covering Nonprofit Corporation Law impose a fiduciary duty and a duty of loyalty on serving Directors. As a fiduciary, a Director holds a special relationship of trust, confidence, and responsibility to MVPA and its Members. He/she must at all times use his/her best business judgment in fulfilling this duty for the benefit of MVPA.
- B. Support the bylaws, policies, conventions and programs of the MVPA. Using his/her best independent judgment, the Director may disagree with and debate against any subject brought before the Board. Work in process by the Board shall remain confidential until completion and release for distribution. Once a legal decision is made the Director shall accept the majority decision and support it publicly.
- C. Attend meetings of the board; register and attend annual national conventions; and attend meetings held at the conventions. It is desirable that the Director wears a nametag; be available to assist with any and all aspects of the execution of the convention; preside over, if assigned, and attend the various meetings and forums presented at the convention, including the awards banquet; and be an avid supporter of the convention and the host affiliates.

- D. Bring all matters of the MVPA membership and affiliates before the Board, in a timely manner, no matter how trivial a situation appears.
- E. Be involved with their local MVPA Affiliates in the following areas when possible:
  - 1. Regularly attend Affiliate activities, be available and communicative.
  - 2. Initiate Affiliate newsletter articles to note and promote MVPA activities.
  - 3. Solicit Affiliate members to run for the Board.
  - 4. Attend Affiliate board meetings; update them on MVPA board activities & ask for their input.
  - 5. Establish MVPA presence at major affiliate events, i.e., a table with samples of MVPA publications and brochures, promote future MVPA conventions, and be available for 1-2 hours for questions and comments.
- F. Support the Headquarters staff. Reasonable requests may be made of the staff for help and information. If the request is out of the norm the Association Administrator will refer the Director to the President who may consult with the Executive Committee for a final decision.
- G. Not allow anything in their Board book to be published in a public forum, photo copied and/or distributed without the express approval of the Board.

**Director Oath of Office**

I \_\_\_\_\_ do solemnly affirm that I will faithfully execute the duties of Director of the Military Vehicle Preservation Association, follow the MVPA Director Duties and Responsibilities and will to the best of my ability preserve and execute the mission of the MVPA.

Sworn and subscribed before me by affiant on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of Person Administering Oath

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of MVPA Secretary

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature of Director Taking Oath

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*The signing of this document is voluntary*

**Military Vehicle Preservation Association**  
**Policy 14: MVPA Director Benefits**

(Adopted November 2006, revised June 2007, July 2010)

The following Director benefits are covered by the MVPA:

1. Travel expense reimbursement from home of record to the winter and summer meetings plus any “special meetings” called as per the bylaws. *The maximum, currently \$500, is periodically reviewed and set by the Board.*
2. Winter meeting hotel room and 4 meals\*, plus 1 summer meeting meal.
3. Complimentary 1<sup>st</sup> Class MVPA membership during time of service.
4. Directors may purchase “Supply Room” items at cost during time of service.
5. One complimentary MVPA golf shirt given at the first board meeting.
6. Complimentary individual convention registration plus Friday & Saturday evening meal ticket.
7. Copies of all Affiliate Newsletters upon request.
8. Director & Officers Liability Insurance

*\* The winter meeting Saturday evening meal can include up to 6 members of the convention host affiliate, to be selected by the convention host chairman. All MVPA members are welcome to attend the dinner but must pay for their own meal. One-month advance notice is required to insure sufficient seating.*

**There is no Policy 15**

**Military Vehicle Preservation Association**  
**Policy 16: Judging Chairman Guidelines**

(Adopted November 2006)

This is an ad hoc board position and will have no voting rights.

The following is required of the Judging Chairman:

- 1) Solicit judges prior to each annual convention.
- 2) The Judging Chairman or their designee shall supervise pre-judging at move-in.
- 3) Preside at the judge’s breakfast & meeting just prior to the start of judging.
- 4) Supervise the tabulation of points and present the winners in writing to the President at least 4 hours prior to the start of the awards banquet.
- 5) Comply with the MVPA’s judging guide.
- 6) Update the Board at the summer and winter meetings on the judging program and suggest changes when deemed necessary. The updates can be carried out in person, electronically or via an Executive Committee member.
- 7) Report to the Executive Committee on all matters.
- 8) All judging decisions are final - once the forms are tabulated and approved by the Chairman

The Judging Chairman will receive the following benefits:

- 1) Up to \$500 in travel expenses to the annual convention.
- 2) A complimentary Friday & Saturday evening meal ticket at convention.
- 3) Complimentary individual convention registration.
- 4) Complimentary MVPA golf shirt.
- 5) Complimentary MVPA membership while Judging Chairman

**Military Vehicle Preservation Association  
Policy 17: Meeting Minutes**

(Adopted November 2006, Amended March 2007)

No audio or visual recording of any kind, except the one that may be made by the Secretary or a member of the Headquarters staff for the purpose of preparing the minutes, shall be made at MVPA meetings: To include, but not limited to, the winter and summer Board Meetings, General Membership Meetings and Special meetings.

No copies of the recording will be made and the original will be destroyed once the Board has approved the minutes.

The Secretary or Headquarters staff shall in addition to monitoring the audio recording take notes to insure that the minutes include motions, decisions made, volunteered and appointed duties in accordance with *Roberts Rules of Order Newly Revised*.

**Military Vehicle Preservation Association  
Policy 18: MVPA Trademark and Logo Usage Policy**

(Adopted 3/12/2011)

**1. Introduction**

The Military Vehicle Preservation Association's (MVPA) name, marks, logo, and brand are among the Association's most important assets. This Policy is intended to explain the standards for acceptable and authorized use of those assets.

This Policy is applicable to all MVPA applications as well as any authorized Affiliates, individuals, business associations, vendors, publications, agents, advisors or consultants, writers or editors, licensees, or other third parties referencing the MVPA.

This Policy sets forth the authorized usage standards for using or referring to the Military Vehicle Preservation Association, its trademarks, logo, slogans, services, products, events, or activities.

**2. MVPA Trademark Rights**

As the owner of its trademarks, the MVPA has the exclusive right to use its trademark, as well as the right to stop others from using its trademarks improperly or without authorization.

Identification of MVPA services, products, events, or activities is the sole permissible use of MVPA trademarks and logos. The following is a non-exhaustive list of impermissible uses of the MVPA trademarks and logos:

- No MVPA trademark or logo may be used in any way that is likely to imply that the user, its products, events, activities, or services are endorsed by, sponsored or affiliated with the MVPA, without written permission from the MVPA.
- No MVPA trademark or logo may be incorporated into or used as part of a third party's own logo, company name, product logo, or otherwise. The MVPA Board of Directors may make written exceptions to this for active MVPA Affiliates in good standing with the MVPA.
- No MVPA trademark or logo may be used in any way that is likely to be confusing, misleading, or deceptive as to the true identity or source of the services, products, materials, events, activities, or programs.
- No mark that is misleadingly similar in design or appearance to any MVPA mark or infringes on the MVPA trademark rights may be used.
- No MVPA trademark or logo may be used in any manner that is likely to disparage, dilute, or negatively affect the MVPA's reputation.
- No MVPA trademark or logo may be used to support or oppose any political candidate for the MVPA Board of Directors, or at the local, State, Regional, Provincial, or Federal level.

MVPA-supplied advertisements, promotional or collateral materials, etc. may not be altered without the express permission of the MVPA.

The MVPA will enforce and pursue its legal rights against those who engage in any of the aforementioned activities or any other activities that infringe on the MVPA's trademark rights. Requests for authorization to use any MVPA trademark, symbol, or logo are to be submitted in writing to the MVPA headquarters. If the MVPA duly authorizes the proper use of its trademark or logo to a third party, the MVPA will provide the correct graphic representation of the trademark or logo for use by said third party. This Policy may be amended by the MVPA Board of Directors from time to time in accordance with MVPA rules.

## **Military Vehicle Preservation Association Policy 19: Soliciting Donations/Contributions**

*(Adopted July 2013)*

No person, other than the MVPA Board of Directors, or duly authorized representative, shall solicit donations, contributions, goods, services, or the like, on behalf of the MVPA. Any solicitation for such contributions that uses the MVPA name or gives the impression of being on behalf of the MVPA, without express authorization, will be considered a violation of this policy.

## **Military Vehicle Preservation Association Policy 20: Heritage Member Number**

*(Adopted June 2014)*

This Policy is intended to provide the process for the re-assignment of a member's MVPA number to another person and establish it as a Heritage Member Number.

A member who wishes to transfer their MVPA number to another individual shall be a MVPA member in good standing and submit in writing to the Board's Member Liaison, via the MVPA headquarters, their request to have their MVPA member number re-assigned to another individual. The hard-copy written request shall include the following:

## *MVPA Policies – February 2017*

- The member's current name, address, telephone number, email address (if applicable), and MVPA number
- A clear statement of their wish to relinquish their member number and have it re-assigned to another person
- The name, address, telephone number, and email address (if applicable) of the person to whom they wish to transfer the number
- The timeframe when they wish the transition to take place (e.g. immediately, on a specific date, end of life, etc.)
- The member's signature and date
- If the request is made following a member's death, the request to transfer the number may only be from an immediate family member, and must be submitted to and received by the MVPA within one year of the member's death.

Upon receipt, the MVPA headquarters will forward the request to the Board's Member Liaison for review. The Member Liaison may approve the request, or may contact the submitting member for discussion or to request further information. If the Member Liaison approves the request, there will be a 60-day waiting period before the number is transitioned to insure the transfer is not contested. The MVPA headquarters will confirm the transfer to the submitting member (if applicable) and receiving member when the transfer takes place.

If the Member Liaison denies the request for cause, or the transfer is contested, he/she shall submit the matter to the Executive Committee and/or full Board for a secondary review. The decision of that secondary review is final.

Upon transfer of the number to the named individual, the letter "H" shall be placed at the end of the member number to signify it as a MVPA Heritage Member Number. If that person is a current MVPA member, their existing member number will be retired when replaced by the Heritage Member Number. They may, at a future time, transfer the number to another individual following the process described here. They must continue to maintain their membership according to the rules and policies that apply to all members. If they fail to do so, or discontinue their membership, the Heritage Member Number will be retired.

If the member who requested the number transfer wishes to continue as a MVPA member, they may do so with a new membership number.

Life members may transfer their number, wherein the "L" will be replaced by an "H." The individual receiving the number does not receive the life membership benefits assigned to the previous member. Similarly, Charter members may transfer their number, wherein the "C" will be replaced by an "H." The individual receiving the number does not receive any additional member benefits that may have been assigned to the previous Charter member.

*End of Current MVPA Policies*