

The Restorer

1. Purpose: The purpose of this policy is to define the requirements for publication of *The Restorer*, the principal periodic publication of the Model A Ford Club of America, Inc.
2. Publisher: The Publisher of *The Restorer* is the Model A Ford Club of America, Inc., and its name shall appear as such in the masthead of the publication. The Publisher, through the Office Manager, shall be responsible for the printing and distribution of *The Restorer*.
 - A. **The Restorer Review Workshop**: The Publications/Public Relations Director, as Restorer Liaison, shall Chair an informational review to be convened at least once a year, or at the discretion of the Board, preferably at the MAFCA National Awards Banquet, and more often if desired by the Board of Directors, or, at the request of the Editor, at which time the Editor of *The Restorer* will have the opportunity to meet with the entire Board of Directors for an informal exchange of information and ideas. Items to be discussed may include, but are not limited to:
 1. An opportunity for the Editor to share his/her analysis of *The Restorer* both at present and with a vision for the future.
 2. An analysis of editorial content of the magazine, examining any new and exciting features or segments.
 3. A review of membership input, comments and recommendations regarding *The Restorer* as received by either the Editor, the Publications Director or through the office.
 4. A discussion of the Editor's recommendations to improve or change the magazine to better meet both the needs of the hobby or in addressing the requirements of the membership.
 5. A review of technical and editorial developments and opportunities.
 6. A review to modify the publication process, or printing; to improve the product; distribution of the magazine; or in reducing costs, with the objective of improving service to the membership.
 7. A discussion of the Editor's contract, as needed, to improve the working relationship between the Editor and MAFCA Board of Directors, on behalf of the membership.
3. Editor: An Editor shall be engaged to produce *The Restorer*. The Editor shall be responsible to MAFCA's Board of Directors through the Restorer Liaison. After approval by the Board of Directors, a contract shall be signed between the Editor and MAFCA. The Editor shall be responsible for all matters concerning production of *The Restorer* subject to policies established by the Board of Directors, and as defined herein. Letters addressed to the Editor which are controversial in nature (except for Model A technical matters concerning which there may be honest differences of opinion), or which are critical of MAFCA policies or activities shall be referred to the Restorer Liaison and the Board prior to publishing or commenting in *The Restorer*.

- A. The Editor shall develop, plan and execute the production of *The Restorer* to reflect the purposes of MAFCA as stated in the Bylaws, Article II: by providing coverage over a period of time of technical matters for the Model A Ford car, Era Fashions, National Conventions and Meetings, Regional and Local Meets, Model A touring, photographic presentations, Chapter activities, Letters to the Editor, Board of Director's actions; by serving as a medium for advertising by members and commercial interests having Model A Ford related products; and by promoting and maintaining the integrity of MAFCA.
 - B. The Editor shall use creative approaches to improve the physical quality of *The Restorer*. The Editor shall solicit contributions from the membership for publication, in particular, technical related articles.
 - C. The Editor, in conjunction with the Office Manager, shall coordinate all matters relating to production of *The Restorer*.
 - D. The Editor shall assure that technical materials published in *The Restorer* have been approved as being correct to MAFCA-published Judging Standards.
 - E. The Editor shall not be responsible for selling commercial advertising, but shall be responsible to work with the Advertising Director and MAFCA Headquarters toward placement of paid ads and those (unpaid) ads (as approved by the Board of Directors) for MAFCA products and events.
4. Fashion Editor: In consultation with *The Restorer* Editor, the Era Fashion Committee will recommend a Fashion Editor for *The Restorer* whenever that position will become vacant. The President shall appoint that person to fill this position with approval of the Board of Directors. The Fashion Editor, in concert with the Era Fashion Committee, shall oversee and approve fashion articles submitted to *The Restorer* for publication with the Editor of *The Restorer* having final approval.
5. Printer: The Publications and Public Relations Director, the Treasurer, and the Office Manager shall recommend a Printer for *The Restorer* and shall define the terms of the proposed purchase order, including scheduling of printing and binding, delivery to mailing service, late completion penalties, issue size, production quantities, use of color, paper and cover stock and any miscellaneous charges. Upon approval of the proposed terms, a Purchase Order shall be written to the Printer. The Office Manager shall be the designated representative of the Board in dealing with the Printer.
6. Frequency: Six issues of *The Restorer* shall be published annually: January/February, March/April, May/June, July/August, September/October, and November/December. The Editor shall establish a schedule for production so that distribution and mailing shall be accomplished not later than the 20th day of the first-named month of each issue.

PART I
Section 1

Revised 12/06/08
Supersedes 09/17/05

7. Budget: A budget for publication of ***The Restorer*** shall be established by the Board of Directors. The Office Manager shall provide timely input for the annual budget and shall adhere to the approved budget. The Office Manager shall alert the Board of Directors to any trend or anticipated budget problem to assure a timely resolution.

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