

**MINUTES for the
WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.
INTERNATIONAL BOARD OF TRUSTEES
FARM BUREAU CENTER – MEADOW EVENT PARK
DOSWELL, VIRGINIA
JULY 20, 2019**

The meeting of the Wally Byam Caravan Club International, Inc. (WBCCI), International Board of Trustees (IBT) was called to order by President Barry Bell on July 20, 2019, at 8:11 a.m. A request for cell phones to be silenced was made. A live streaming of audio of this meeting was authorized on WBCCI.org. A statement concerning the restrictions on re-broadcasting of the streamed audio followed.

The Invocation was given by Religious Services Coordinator, the Rev. John Frerking.

The Pledge of Allegiance was led by International 1st Vice President Mona Heath.

President Barry Bell announced that the preparatory seminar and the IBT will be combined [Bylaws Article VIII (8), Section 3.] President Barry Bell presented the rules for this IBT. There were no objections so they were declared as the rules for this meeting.

The International Recording Secretary, Eileen Frerking, called the roll:

President Barry Bell	Present
1 st Vice President Mona Heath	Present
2 nd Vice President Andy Selking	Present
3 rd Vice President Tye Mott	Present
Recording Secretary Eileen Frerking	Present
Treasurer Jim Courtney	Present
Immediate Past President Jim Cocke	Present
Parliamentarian (non-voting) Joanne Miller	Present
Corporate Manager (non-voting) Lori Plummer	Present
Trustee (non-voting) Lenny Razo	Absent
Region 1 President Per Hamnqvist	Present
Region 2 President Mark Hammer	Present
Region 3 President John Leake	Present
Region 4 President Don Hetzler	Present

Region 5 President Bob Whitesell	Absent
Region 6 President Ken Ritenour	Present
Region 7 President Don Thomson	Present
Region 8 President Dwight Olson	Absent
Region 9 President Bill Kindle	Present
Region 10 President Terri Warren	Present
Region 11 President Patti Reed	Absent
Region 12 President Jim Polk	Present

The Presidents of Regions 5, 8, and 11 were absent. In accordance with Constitution, Article IX (9), Board of Trustees, Sec. 1, the 1st Vice-President of Region 5, Chris Seplak, the 1st Vice-President of Region 8, Mike Sisk, and the 2nd Vice-President of Region 11, Steven Parr, were seated at the table. Twenty-one (21) members (including those replacing the Presidents of Regions 5, 7, and 11) were present. A quorum was declared by President Barry Bell.

APPROVAL OF THE AGENDA

The agenda was approved as written.

READING OF THE MINUTES

The Minutes of the January 24, 2019, IBT Meeting was approved as distributed.

PRESIDENT'S REPORT

President Barry Bell reported that the rally was going well. The only challenge is the hot weather, but we should have some relief

REPORTS OF THE OFFICERS:

1st Vice-President

Mona Heath observed that the people who are attending the rally are having a great time meeting one another and visiting the area. She reported that the advanced caravan will make a first stop in Lebanon, Tennessee, to visit the site of the 2021 international rally, before proceeding to Loveland, Colorado, to continue planning for the 2020 international rally. Planning for this rally is moving along very well.

2nd Vice-President

Andrew Selking reported that he appreciates the opportunity to stop in Lebanon, Tennessee, to do some advance work for the 2021 international rally.

3rd Vice-President

Tyrone Mott welcomed everyone to the rally. He had a busy night, but the power is on and hopefully this will take care of the electrical issues.

CORRESPONDENCE

The Recording Secretary reported no correspondence.

TREASURER'S REPORT

International Treasurer, Jim Courtney, gave the following Treasurer's Report that includes the period from August 1, 2018 to June 30, 2019.

Income	\$ 1,033,442
Expenses	<u>\$ 663,457</u>
Net Income	\$ 369,985
Assets – Checking, Payroll Checking, Huntington	\$ 106,166
Investments	\$ 757,585
Common Cents for Kids	\$ 19,067
Life Member Account	\$ 60,307
Accounts Receivable and Other Current Assets	<u>\$ 78,787</u>
Total Current Assets	\$1,021,912
Fixed Assets Less Depreciation	<u>\$ 213,867</u>
Total Assets	\$1,235,779
Total Current Liabilities	\$ 64,206
Total Equity	<u>\$1,171,573</u>
Total Liabilities and Equity	\$1,235,779

The Treasurer's Report will be filed.

REPORT OF THE ACTIONS OF THE EXECUTIVE COMMITTEE:

Recording Secretary, Eileen Frerking, reported the following electronic actions of the Executive Committee (EC) between June 30, 2018, and January 22, 2019, as ratified during the EC Meeting this morning.

- Approve National Event Rally: Branson Musicland Revisited
- Approve Unit Name Changes: Alberta Canada to Alberta Saskatchewan Canada Airstream Club, Denver CO Unit to Colorado Airstream Club, Akron OH to Akron, OH Airstream Club, Virginia Unit to Virginia Airstream Club, Washington Unit to Washing Airstream Club, Kansas City MO Unit to Missouri Kansas Airstream Club, Iowa Unit to Iowa Airstream Club, Georgia Unit to Top of Georgia Airstream Club.

- Approve New Flag Designs: Central Pennsylvania Airstream Club, Akron Ohio Airstream Club, Virginia Airstream Club, and South Carolina Coastal Airstream Club.

REPORT OF THE NOMINATING COMMITTEE

Jim Cocks, chair, Matt Hackney and LaVerne Mc Henry, members, gave the following report: A full slate of officers for 2019-2020 is: Mona Heath, President, Andrew Selking, 1st Vice-President, Tye Mott, 2nd Vice-President, Eric McHenry 3rd Vice-President, Vickie Courtney, International Recording Secretary, James Polk, Treasurer, and Debbie Hammer and Carolyn Beardshear as members of the Nominating Committee. This slate has been distributed electronically.

COMMITTEE REPORTS

President Barry Bell informed the audience that the action items will be presented with the committee reports. Voting will take place according to Article VIII (8) Policy 5. Committee reports had been distributed electronically through the WBCCI website. The following committee reports were accepted without action items, corrections, additions, questions or objections: Budget Committee, Electronics and Communication Committee, Historical Committee, International Rally Site Committee, International Relations Committee, the Lifetime Membership Committee, the Publications Committee and the Technical Committee.

Caravan Committee: Jay Thompson, chair, gave the following addition to his report: The Caravan Fund balance is: fifty-six thousand, one hundred thirty-two dollars and twenty-two cents (\$56,132.22).

Motion A concerned a reduction in the minimum number of stops that are necessary for a caravan. The motion was approved without objection. There are 20 caravans scheduled for 2020. This is the most caravans that have been scheduled in the club's history. President Barry Bell complimented the chair on his outstanding leadership for this committee. The motion was approved without objection.

Constitution and Bylaws Committee: Tom Smithson, chair, recommended that because of the number of motions, he is requesting that only the changes are read. The Parliamentarian indicated that this is acceptable. The motions from this committee are as follows:

Motion B: This motion concerned membership and membership privileges: In case of ownership of a recreational vehicle manufactured by Airstream, Inc. only those co-owners each paying international and Unit/MAL dues shall have the rights and privileges of an International Club member. Co-owners prior to 2005 are exempt as long as they maintain continuous membership. The unlettered part of Section 9 is labeled D. The motion was approved as corrected.

Motion C: This motion concerned the need for clubs to maintain updated constitutions and by-laws and procedures to suspend and restore privileges to the clubs. A correction of the word “of” in Section C to read “International Board **of** Trustees” was made. The motion was approved as corrected.

Motion D: This motion concerned a deletion of a sentence from Article IC, Sec 2, Bylaws, Part B, and subsection 1. The motion was approved without objection.

Motion E: This motion concerned the timely submission of reports to the International Club. An amendment was offered to Section 3 “scheduled at the International Rally”. Motion E is approved with a majority vote. The amended motion is on the following two pages.

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Item E

Meeting Date: July 20, 2019

Location: Doswell, VA

I move that the words “four (4) copies” be deleted from **Policy, Intra-Club, Page 50, Sec. 2** and insert “**an electronic copy (Word document or PDF)**”. Additionally, in Sec. 3 strike the words “prior to the start of” and insert “**scheduled**” before “IBT” and “**at the**” before International Rally. Further, insert, “**be submitted to Headquarters by the published deadline date and “after “report shall”**”.

Policy Intra-Club, Page 50 Sec.2 currently reads:

Intra-clubs authorized by the International Board of Trustees shall prepare a Constitution and Bylaws and any amendments thereto, and shall deliver four (4) copies of each to Headquarters for review by the Constitution and Bylaws Standing Committee. Such Constitution and Bylaws shall not be in conflict with or inconsistent with the Constitution, Bylaws or Policy of the International Club. Intra-club Constitution and Bylaws shall include, but not be limited to: (A) Name, (B) Object, (C) Membership requirements, (D) Officers and their election, (E) Meetings, (F) Dissolution clause in accordance with State, Provincial, and Federal laws. (G) Amendment procedures, (H) Parliamentary authority. (1/9/07)

Policy Intra-Club, Page 50 Sec.2. Would then read:

Intra-clubs authorized by the International Board of Trustees shall prepare a Constitution and Bylaws and any amendments thereto, and shall deliver **an electronic copy (Word document or PDF)** of each to Headquarters for review by the Constitution and Bylaws Standing Committee. Such Constitution and Bylaws shall not be in conflict with or inconsistent with the Constitution, Bylaws or Policy of the International Club. Intra-Club Constitution and Bylaws shall include, but not be limited to: (A) Name, (B) Object, (C) Membership requirements, (D) Officers and their election, (E) Meetings, (F) Dissolution clause in accordance with State, Provincial, and Federal laws, (G) Amendment procedures, (H) Parliamentary authority.

Policy Intra-Club, Page 50 Sec.2 currently reads:

Intra-clubs shall provide an annual written “State of the Intra-Club” report to the International Board of Trustees at the IBT meeting prior to the start of the International Rally. The annual report shall include: a summary of Intra-club activities, membership strength, financial report and a general statement as to the “health” of the Intra-club. (1/14/16)

Policy Intra-Club, Page 50 Sec. 3 would then read:

Intra-clubs shall provide an annual written “State of the Intra-club” report to the International Board of Trustees at the **scheduled** IBT meeting **at** the International Rally. The annual report shall **be submitted to Headquarters by the published deadline date and** include: a summary of intra-club activities, membership strength, financial report and a general statement as to the “health” of the Intra-club.

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Item No. E pg. 2 Meeting Date: July 20.2019 Location: Doswell, VA

Rationale:

Both the Constitution and Bylaws Committee and Headquarters prefer to deal with electronic versions of reports and C&BL Documents. The Sec. 3 change reflects when the IBT Meeting now takes place as well as the submission date for the report.

Financial Impact Statement:

There is no financial impact to WBCCI

Adopted Defeated Amended Referred Postponed* Tabled** Withdrawn

Tom Smithson Maker

Motion F: This motion concerned the policies for approved flags and pennants. That motion was amended to change and add to the list of flags and modify paragraph 3 and the website information. Discussion regarding the use of WBAC vs WBCCI was held. WBCCI is the legal designation of our club and must be used for all legal purposes. This amended motion was approved. The amended motion follows:

IBT MOTION FORM
WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Action Item F

R5 Meeting Date: July 20, 2019

Location: Doswell VA

I move that **Policy, Standard Items, Flags and Pennants, Page 54 and 54.1** be deleted in its entirety and be replaced by a new **Policy, Standard Items, Flags and Pennants**.

Policy, Standard Items, Flags and Pennants, Page 54 and 54.1 will then read:

Policy

1. Official and approved flags and pennants shall meet the following requirements:
 - A flag designed by a Unit/Club or an Intra-Club shall be of dimensions not to exceed thirty six (36) inches (hoist) by sixty (60) inches (fly).
 - All such flags shall carry the name of the Unit/Club or Intra-Club and the name of the "Wally Byam Caravan Club International" or "WBCCI".
 - A pennant designed by a Unit/Club or an Intra-Club shall be of dimensions not to exceed twenty four (24) inches (hoist) by thirty six (36) inches (fly).
 - All such flags pennants, and logos, except those in use prior to January 17, 1997, require the approval of the Executive Committee or International Board of Trustees.

2. The official flags and the approved pennants of the Wally Byam Caravan Club International, Inc. are as follows:

A. Official Flags:

- WBCCI (General Membership)
- Unit/Club Officers (President, Vice Presidents, Secretaries, Treasurer, Director/Trustee, Newsletter Editor)
- Unit/Club Past Officers
- Region Officers (President, Vice Presidents)
- Region Past Presidents
- Region Past Vice Presidents
- International Officers (President, Vice Presidents, Recording Secretary, Treasurer)
- International Past President
- International Past Vice President

10. International Past Recording Secretary

11. International Past Treasurer

12. Units, Intra-Clubs and Region flags, those which are approved by the Executive Committee or International Board of Trustees

A. Approved Pennants:

- Caravan Leader
- Free Wheelers Intra-Club
- Past Presidents
- Vintage Airstream Club
- WBCCI

3. Members are encouraged to display National, State or Provincial flags and approved WBCCI flags in accordance with flag rules of the country in which the flags are flown.

4. Members who have been elected to an office in the International Club or an Intra-club shall, upon retirement or resignation from such office, be eligible to fly and display an official approved Past Officer's flag.

5. Unit Officer who has served as a Unit President for more than one term may be issued a "Blue Star" in lieu of an additional Past President's Flag.

IBT MOTION FORM
WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Item No. F R1 P2

Meeting Date: July 20, 2019

Location: Doswell VA

- This “Blue Star” is to be sewn on the outer white stripe, centered.
- B. Subsequent Blue Stars will be sewn above and below the original Star.
- In those cases where the partner has served as the President of a Unit, additional “Blue Stars” may be added.
- D. The size of the “Blue Star” shall be four inches in size and shall be issued by HQ WBCCI.

FLAG PROTOCOL

The correct protocol for flying the United States, State and WBCCI flags within the United States is found on the following website or successor website:

US Flag Code for Position and manner of display can be found on the following website: <https://www.senate.gov/reference/resources/pdf/RL30243.pdf>

The correct protocol for flying National, State and WBCCI flags in Canada is found on the following website or successor website:

Canada National Flag Code, Position of honor, <https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/position-honour.html>

To facilitate the correct placement of flags in various situations, i.e., motorhome, trailer, outside and stage a visual model is presented in **WBCCI Flag Protocol** on the WBCCI website.

Rationale: This revision of the **Policy, Flag and Pennant** is housekeeping of the language and removes flags or pennants no longer used. In addition, the insertion of the hyperlinks to the official U. S. and Canadian governments policies on flag code and etiquette removes any ambiguity on the proper display of the national and other flags. **Appendix 12**, renamed **WBCCI Flag Protocol**, is also being modified to

reflect a visual presentation of flag usage on Airstreams and other applications .Units or Clubs wishing to create a logo that uses any Airstream licensed property, e.g., “Licensed Property” means the AIRSTREAM trademark,” the appearance and configuration of AIRSTREAM Travel Trailers (in whole or in part) and other trademarks, service marks, logos, trade dress, indicia, images or content which Airstream may from time to time allow...” requires the approval of WBCCI.

Financial Impact: There is no financial impact to WBCCI.

Adopted Defeated Amended Referred Postponed *Tabled **Withdrawn

*Cannot be postponed beyond session.

**Will lie on table only until end of present session

Tom Smithson

Maker

Second

_____ Motion reviewed by Constitution and Bylaws Committee

_____ Motion reviewed by International Parliamentarian

Motion G: This motion concerned the requesting of and use of the membership numbers. The motion will allow streamlining the process of getting or changing numbers. The motion was approved without objection.

Motion H: This motion concerned revising the Model Constitution in Appendix 6, regarding the electronic distribution of ballots and voting. This motion should improve the participation of unit members. The motion was approved without objection. Much of the material being moved to the website is actually Appendix information and need not be in the Blue Book. The motion was approved without objection.

Motion I: This motion deleted Appendix 13, Accounting Guidelines for Unit Treasurers as the information is redundant. Unit Treasurers are requested to follow the Financial Data Guidelines in the WBCCI Bylaws. The motion was approved without objection.

Motion J: This motion concerns Appendix 2, Guidelines for Official Badges and Inserts will be moved to the website as soon as the website is ready for use. The motion was approved without objection.

Motion K: This motion concerned placing the flag protocol on the website as soon as it is available. Discussion from the audience included concerns about important information being moved from the Blue Book and that the information may not be as readily available. Another concern was that the oversight would not be with the IBT. It was explained that the information in this motion and other motions being offered are policy rather than Bylaws and should be in a separate place. Financial information remains in the Blue Book. Much of the material being moved to the website is actually policy and located in the Appendix and consequently need not be in the Blue Book. This will facilitate easier use by members. The motion was approved without objection.

President Barry Bell called a recess at 10:01 a.m. All returned by 10:30 a.m. to resume business.

Motion L: This motion concerned moving the Membership Manual (Appendix 14) to the website for easier access by members. Discussion concerned moving material from the Blue Book onto the website. It was explained that this process would shorten the Blue Book but maintain accessibility. The vote was called, but an objection was made by Region 4 President, Don Hetzler. The following roll call vote was recorded:

Random Roll Call		Motion L Objecting: Hetzler		
Position	Name	Yes	NO	Abstain
3 rd VP	Tye Mott			Absent
Region 10 President	Terri Warren	<input checked="" type="checkbox"/>		

Region 6 President	Ken Ritenour	<input checked="" type="checkbox"/>		
Recording Secretary	Eileen Frerking	<input checked="" type="checkbox"/>		
2 nd VP	Andrew Selking	<input checked="" type="checkbox"/>		
Treasurer	Jim Courtney	<input checked="" type="checkbox"/>		
Region 11 President (2 nd VP)	Steven Parr	<input checked="" type="checkbox"/>		
Region 8 President (1 st VP)	Mike Sisk	<input checked="" type="checkbox"/>		
1 st VP	Mona Heath	<input checked="" type="checkbox"/>		
Region 7 President	Don Thomson	<input checked="" type="checkbox"/>		
Region 9 President	Bill Kindle	<input checked="" type="checkbox"/>		
Region 5 President (1 st VP)	Chris Seplak	<input checked="" type="checkbox"/>		
Region 4 President	Don Hetzler		<input checked="" type="checkbox"/>	
Region 12 President	James Polk	<input checked="" type="checkbox"/>		
Region 1 President	Per Hamnqvist	<input checked="" type="checkbox"/>		
Immediate Past President	Jim Cocke	<input checked="" type="checkbox"/>		
Region 3 President	John Leake	<input checked="" type="checkbox"/>		
Region 2 President	Mark Hammer	<input checked="" type="checkbox"/>		
TOTAL		16	1	1 (absent from vote)

Motion L is approved.

Motion M: This motion concerned moving the Model Constitution and Bylaws, Conflict of Interest Policy, and WBCCI Privacy Policy to the website as soon as it is available. Discussion was held concerning that continuity is maintained with the Blue Book and that it remains under the governance of the IBT. Any changes will need approval of the IBT. Oversight will be maintained. Motion M was approved without objection.

Motion N: This motion concerned rewriting the Blue Book to clearly delineate the Constitution and Bylaws and Policies. This would be done with gender neutrality. There will be two manuals. A request for a committee to crosscheck was suggested.

Motion N was approved as amended. The amended motion follows.

Motion O: This motion concerned approval of flowcharts for the grievance process in dealing with disciplinary issues. Appendix 11 was replaced with two flowcharts.

Motion O was approved.

Family and Youth Committee

An addition to this report was made. Linda Amme noted that she is preparing an article for the Blue Beret explaining how Common Cents for Kids is used. She also mentioned that since 2007 one hundred eighty thousand, seven hundred sixty-eight dollars and thirty-one cents (\$180,768.31) has been donated to the various charities by Common Cents,

INTERNATIONAL RALLY

President Barry Bell reported that this is a great venue with a lot of history. The banner behind us represents that history as the birthplace of Secretariat. The facilities are great, but we just have some hot weather which is expected to improve next week. We hope you enjoy everything.

Special Events Committee:

The chair, Kathi Mitchell, added the eighth special events rally – Basecamp Rally in New York City was successful.

Motion P: This motion concerned revised application and report forms for approval. These forms will be placed on the website when it is available.

Motion P was approved.

Publications Committee

The chair, Hedda Smithson, added the following to her report: she is exploring the idea of publishing a driver's manual, and she is suggesting that the Region Presidents work with their units so that the Blue Beret will be able to share more unit information.

There were no reports from the Long Range Planning Committee, Planning Guide Committee or the Technical Committee.

SPECIAL COMMITTEES

Financial Management Special Committee:

Gail Harrower made an addendum to her report. The chair withdrew Action Items Q and R.

Electronic Meeting Attendance Special Committee

There is no report from this committee.

CLUB REPORTS

Amateur Radio Club – There is no report.

Classic Airstream Club – The report was turned in this morning and we were unable to distribute it in a timely manner.

Freewheelers Club – There is no report.

Vintage Airstream Club – The report was turned in late last night and we were unable to distribute it in a timely manner. The president of the club invited the IBT to their installation and dinner.

NEW BUSINESS:

Motion 1: Motion 1 was withdrawn by Jim Cocke.

Motion 2: Approval of the logo for the Akron Ohio Airstream Club.

Motion 2 was approved.

Motion 3: Approval of flag for the Texas Highland Lakes Airstream Club.

Motion 3 was approved.

Adjournment

The meeting was adjourned at 11:37 a.m. (EST)

Respectfully submitted,



Eileen Frerking
Recording Secretary, WBCCI

The minutes were reviewed by Barry Bell, President, on, 2019.