

Budget Report for the 2016 to 2017 Fiscal Year July 2017

At the July 5th, 2016 meeting of the IBT, a deficit budget in the amount of (\$44,041) was approved. Since then, the IBT approved a \$3,000.00 budget increase in Legal Fees to pursue the 501c3 charitable foundation, which results in an approved (\$47,041.00) deficit.

Total Income is \$8,757.00 less than budgeted, showing a slight increase in membership fees, lower Blue Beret advertising income and lower sales of club merchandise. Once July 31st comes, it is anticipated that the Total Income will be above the budgeted amount of \$572,300.00, as more membership dues are coming in and sales from the club store at this Rally will help to make that happen.

Expenses are \$20,412.00 less than budgeted. The Blue Beret printing and mailing expense has increased by \$39,595.00 due to the quantity being produced, which is due to the increase in membership and the quality of the paper used for printing the Blue Beret is much better. There has been a decrease in expenses is the International Officers Travel by \$9,054.00, Region Officer Travel by \$24,263.00, and Region Officer Board Travel by \$9,454.00. Legal expenses are higher than normal due to the Airstream License Agreement and the 501C3 charitable foundation.

The deficit at present, is at (\$32,386.00), which is \$14,654.60 less than budgeted.

Respectfully submitted,

Gail Harrower, International Treasurer

May 19, 2017

IBT Meeting, July 2017
Lewisburg, WV

To: INTERNATIONAL BOARD OF TRUSTEES

From: CARAVAN COMMITTEE CHAIRMAN, Jay Thompson

Interest from club members in our caravans is at a very high level. Most caravans are full and have stand-by lists. Many of these standbys are new owners who want to go on an adventure with their new Airstream. As a result, we need to maintain our existing caravans and add more. An email has been sent to those folks who have completed the Caravan Leader's Course within the past three years and who expressed interest in leading a caravan. Many of these folks have responded by assuming leadership of an existing caravan. Others have indicated interest in either re-starting a previous caravan or creating a new one. Recent graduates who have already stepped up are:

Gene and Kathy Blanchard-Taste of the Blue Ridge

Dale and Kathy Spillman-Civil War

Gary and RoseMarie Anderson-Georgia Plantations and More

Chip and Lori DeLeeuw-Ore, Shores, Waters, and Lights

Bob and Sue Heist-Rocky Mountain Adventure

Karl and Cindy Weisenberger-Springtime in KY & North to Alaska

John and Cissy Thibadeau-North to Alaska

Bill and Beth Racavich-Civil War

Ronn and Rae Gilbert-Gone to Texas

Ron and Cynthia Carnein have decided to retire as leaders of the SE Spectacular Caravan but Stuart and Kathy Bacon have agreed to assume leadership of that caravan for 2018. I would like to thank the Carneins for leading some great caravans for our club. Their plan is to go on more caravans, so expect to hear from them.

Larry and Judy Boudreaux will lead the Cajun in 2018 and then Peter and Judy Schwarz will assume leadership in 2019. Peter and Judy are full-timers in their Sky Deck Airstream. Larry has made them honorary Cajuns and they will be practicing their Cajun stories.

Thanks to Judy and Larry for keeping the tradition of the Cajun Caravan going.

A new caravan will initiate in 2018, the "New York (State) State of Mind" will be lead by Mark and Debbie Hammer. The caravan basically is a tour of the state of New York and promises to be a good one. Thanks to Debbie and Mark for starting this caravan.

Margie and Phil Glassey will resume leadership of the Landmarks West Caravan in 2018 and include the International Rally as part of their caravan kitty fee. The caravan will start in northern California prior to the rally, include the rally and continue after the rally throughout the western national parks. Phil and Margie are currently the only active national caravan leaders who live west of Texas. Hopefully, the Salem Rally will generate some more "far west" leaders and caravans.

Caravan Handbook: In order to clarify and insure uniformity of financial reporting and critique sheet usage, the Caravan Committee at the 2016 Lewisburg rally, adopted and added the following to the Caravan Handbook:

These steps are now required for financial reporting and critique sheet usage:

First, the kitty fee workup made prior to the caravan establishing the kitty fee shall be published in the Drivers Manual.

Second, the Caravan critique sheet shall be published in the Drivers Manual with requested return to the Caravan Leader before the Final Banquet.

Third, prior to the end of the Caravan, at approximately the $\frac{3}{4}$ point of the caravan at least two caravan members shall review the Caravan Leader's financial records and make a written, signed and dated statement to document their findings. Copies of the review shall be retained by the Leaders for at least 3 years after the caravan or may be sent to the Caravan Chairman without further personal document retention. In addition, the reviewers shall report on their examination at the caravan's next driver's meeting.

Fourth, the Caravan Leaders shall attach to the Income and Expense Report Form sent to the Caravan Committee Chairman a true copy of the Final Accounting sent to caravan members with their refund. In the event, there is a foreign currency exchange (either in cash or paid by credit card), the following detail shall be provided: The foreign dollar amount of the bill that was paid as well as the US dollar amount equivalent. Any bank exchange fees or transaction charges shall be included in the total bill being paid.

For their own protection leaders should retain all financial data of their caravans for a minimum of 3 years after completion. This is an embodiment of the existing rules included in the Caravan Handbook except an additional step of documentation to provide them a further safeguard.

Caravan Appreciation Dinner Scheduled: The annual Caravan Appreciation Dinner is scheduled for the evening of July 20, 2017. This year, some of the caravan leaders are preparing the dinner. WBCCI members who have been involved in Unit, Region, or National Caravan activities during the year will be recognized at the event. In addition, the support staff of the Caravan Committee will be recognized for their service and contributions to the overall Caravan program.

National Caravan Leader and Committee Meeting Scheduled: A one-day discussion and training session for National Caravan Leaders and Caravan Committee members is scheduled for July 19, 2017. This meeting allows for the open exchange of ideas and the opportunity to ask questions and receive answers from some of the most experienced Caravan Leaders in WBCCI.

Introduction to Caravanning Seminar: The Introduction to Caravanning Seminar is being held on the afternoons of July 25, 26, and 27, 2017. We continue to evaluate the annual seminar to keep the seminar sessions informative, but also to introduce new subjects to the ongoing program. We encourage you to promote this seminar not only as a tool to develop caravan leaders, but also as an encouragement and familiarization for new members to the adventure of club caravans.

Numbered Caravans Scheduled: As of 5/20/2017 only five numbered Unit Caravans and one numbered Region Caravan are scheduled for 2017. There are 11 National Caravans scheduled for 2017 and 14 for 2018. Attached you will find a list of the caravans for 2017 and 2018.

In Appreciation: The Caravan Committee would like to thank Chuck and Sandie Kiple for their leadership and guidance during the past six plus years. I personally did not recognize the amount of time and effort they expended until I was appointed to the position.

Also we would like to thank Marion and Carol Pember who will be retiring from the chairmanship of both the Promotions and Caravan Leader Training.

Jay Thompson
Caravan Chairman

NATIONAL CARAVANS
2017- 2018-2019

2017

N-46-B	CANADIAN ROCKY MOUNTAINS	Leach
N-46-E	SPINDLETOP	Kindle
N-46-F	NOR BY NOR'EAST	Lake
N-46-G	SW ADVENTURE	Montague/Thompson
N-46-H	CAJUN COUNTRY CARAVAN	Boudreaux
N-46-I	GEORGIA PLANTATIONS AND MORE	Anderson
N-46-J	TASTE OF THE BLUE RIDGE	Blanchard
N-46-K	CIVIL WAR PART 1, WAR ALONG THE MISSISSIPPI	Spillman
N-46-L	ORES, SHORES, WATERS, AND LIGHTS- EAST	DeLeeuw
N-46-M	THE AMERICAN REVOLUTION- SOUTHERN CAMPAIGN	Jones
N-46-N	SPRINGTIME IN KENTUCKY	Wiesenberger/Wilson

2018

N-47-A	CAJUN COUNTRY CARAVAN	Boudreaux
N-47-B	NORTH TO ALASKA	Thibadeau/Weisenberger
N-47-C	GEORGIA PLANTATIONS AND MORE	Anderson
N-47-D	AMERICAN REVOLUTION IN THE NORTHERN COLONIES CARAVAN	Jones
N-47-F	SPRINGTIME IN KENTUCKY	Weisenberger
N-47-G	FLORIDA FANTASY	Skipper
N-47-H	GONE TO TEXAS	Snow/Gilbert
N-47-I	SOUTHWEST ADVENTURE	Thompson/Montague
N-47-J	ROCKY MOUNTAIN HIGH USA	Heist
N-47-K	NOR BY NOR'EAST	Lake
N-47-L	SOUTHEAST SPECTACULAR	Bacon
N-47-M		

Region	Unit
8	Greater St. Louis Missouri #58
9	Texas Gulf Coast #103
10	British Columbia # 121
8	Greater St. Louis Missouri #58
9	Texas Coastal Plains #155

Unit Caravans

2017

1	U-423	Skipping Thru Michigan	Knerschield/Kolley
2	U-424	Big Bend or Bust	Bevering
3	U-425	Island Culinary Road Trip[McGill/Vaniderstine
4	U-426	To Swiss Festival Rally	Knerschield/Kolley
5	U-427	Escape to Escanaba	Goodwin

To: President Girard, IBT and WBCCI Members

From: Joe Perryman, CBL Committee

Date & Place: July 22, 2017, Escanaba, MI

The Constitution and Bylaws Committee has had a very busy time this past year. Last International, there were 42 Units whose CBLs would be due this year or overdue for review. With the effort and help of the Region Presidents, the committee has reviewed and approved 23 Unit's CBLs, 1 was withdrawn to await the name change and we have 6 in the process. I would like to congratulate Regions 5, 6, 7, 8 & 10 for working with their Units to bring all CBLs up to date.

We have responded to a large number of inquiries from officers and members. We have also reviewed a significant number of motions prior to each IBT Meeting.

I would like to thank the committee members, Carol Ortiz, Steve Piotrowski, Charlie Burke and Per Hamnqvist, for their dedication and hard work. I would also like to thank President Girard for the opportunity to serve.

Respectfully Submitted

Joe Perryman
CBL Chair

Electronic Communication Committee (ECC) Report for Summer IBT 2017
June 1, 2017

The ECC is continuing to turn over the day to day functions to the office staff. As we have been stating for years, the members continue to embrace technology and doing business online. 79% of new members are joining online. A large percentage of members are now renewing online. The ECC is working towards the goal of providing support and design, while turning over the day to day tasks to the office staff.

The ECC is sad to see the departure of Eric McHenry from the ECC, but our loss is the club's gain as he moves into Region 12 2nd VP role. Eric was responsible for many projects that the club members use every day.

Recent accomplishments:

- Applied updates and patches to unit websites: wbcci.net
- Applied updates and upgrades to the club's main website: wbcci.org
- Enabled registration of 217 members (as of this report) for the Escanaba Rally online. Up from only 132 at Lewisburg.
- Acquired several new domain names to help market the club better. All of the following domain names are redirected to wbcci.org.
 - airstreamclubinternational.com
 - airstreamclubinternational.info
 - airstreamclubinternational.org
 - airstreaminternational.club
- Steve Padgett has been working with the office staff on the production of digital version of the Blue Beret. Steve has much experience with InDesign software and he recommended the office upgrade version of InDesign to make production easier and to match the version that our printer is using. The upgrade has been done. Steve also worked with the office staff in person at Jackson Center.
- The ECC has been asked to take over the audio live streaming of the IBT meetings. Our future role will be to offer tech support to those onsite providing the streaming.
- Working with the Membership Committee, we helped to identify Unit and Region websites that had not been kept current. Working with the Regions and Units we have helped to get many Unit websites updated with current information.
- Working with the office staff, we have opened an online store, <http://store.wbcci.org>. This is still an ongoing project but members are now able to purchase Red numbers, Blue Berets and many items that were previously unknown to most of the members. The office is planning to add many new WBAC logo items in the coming months. We chose to use 'ShopSite' software from our hosting provider.

President Richard Girard has requested that our committee to work on a few projects.

- Research and recommend a Calendaring system for both the Blue Beret and online usage. Work on this project is almost done. We now have a single place for all units to post events. There is still more work to do on how we will get unit data into the calendar in the future. Currently the office staff is adding and updating the calendar. We are looking at a method for either Regions or Units to update the information.

- Make the website more mobile device friendly. As people shift from computers to mobile devices the website needs to be useable on those devices. We are looking at using a new Theme for the website that supports mobile devices better.

Continuing projects:

- Develop a method for members to search online for available membership numbers. The Historical Committee has provided us with PDF files of many of the early membership directories and are working to convert the files via Optical Character Recognition (OCR) so we can import the information into a database.
- Make continued improvements to the membership and rally database. Jim Cooper has a list of tasks from Lori and works with her directly on these updates and changes.
- Work with the Historical Committee to help with digitally preserving the history of the club.

The ECC is always looking for members who have the time and talent. We are looking for members who have FileMaker, Wordpress, Joomla, InDesign, Graphics experience. Interested members should email ecc@wbcci.net for details or questions.

Respectfully submitted,
The Electronic Communications Committee

Damon Beals #4827, Chairperson
Carolyn Beardshear #7982
David Boyd #15566
Jim Cooper #1967
Tim Kendziorski #17330
Eric McHenry #2242
Debbie Wood #4822
Steve Padgett #3160



the AIRSTREAM RV Association

Committee Report E

Escanaba, MI

July 21, 2017

To: Richard Girard, WBCCI International President
International Board of Trustees
Members

From: Barry Heckenswiler, Chairman
Ethics & Grievance

Date: July 21, 2017 for the International Board of Trustees Meeting/Seminar.

No grievances are pending before the Ethics & Grievance Committee at this time.

I want to thank President, Richard Girard for the opportunity to serve as Chairman of the Ethics & Grievance Committee.

Respectfully Submitted,

Barry Heckenswiler

Barry Heckenswiler, Chairman

Chuck Kiple, Member

Wilson Yerk, Member

To: International Board of Trustees

Date: July 2017

From : Linda G. Amme, Family and Youth Chair

I am looking forward to the rally and the increased numbers of youth and teens coming. We have several activities planned as well as having them participate in the rally activities in art, hobbies, for a few.

I am hoping to have a meeting and get together with the younger families to see how they are doing in their units. Any problems that may be identified, I will share with the Region Presidents and the Board.

I have not heard from anyone as to problems at this time. I did an article this spring on the Common Cents for Kids program. It is the hope of the committee that this program will become more recognized so that it will be part of unit and region activities to raise money for the children.

I will be available throughout the rally to assist in giving ideas and programs which can help units to improve their rallies to attract new members. If any regions or units would like me to make a presentation, I would be most happy to do so.

We will be collecting stuffed animals, tabs and money for common cents. Come out to support the youth as they are the future of this wonderful club.

I would like to thank Pres. Richard Girard for the dates of the rally being available to all families, especially those affiliated with the schools. It is obvious that the dates are more preferable as the number of families with children is greatly increased. This has been a goal of mine for many years and I do thank you sincerely.

Watch for the children. Greet them and thank them for coming.

Committee Report G – Historical Committee
IBT Meeting
July 2017 – Escanaba, MI

To: President Richard Girard and Members of the IBT

From: Joe Peplinski, WBCCI Historical Committee Chairman

Date: May 31, 2017

Since my last report, I have continued to write and solicit historical articles for the Blue Beret and the VAC Newsletter and have received a lot of positive feedback about many of the articles. I have continued to research historical questions for WBCCI members, often about the history associated with old “big red numbers” on an Airstream.

I developed a list of WBCCI numbers to be recommended for Heritage Status as part of the supporting documentation for the Heritage Status motion be considered at the IBT Meeting in Escanaba.

I continue to nurture the relationship with Airstream, Inc. so that we can work together to share historical materials and avoid duplicate digitization efforts. At the current time, digitization of 16mm and 8mm films in the WBCCI Archive is on hold pending a review of some of the films that have already been digitized by Airstream.

I am in the process of obtaining archival quality, acid free, storage sleeves and boxes to be used to preserve the paper and film items in the WBCCI Archive in a manner consistent with the Airstream Company Archives. Later this year, I will begin to reorganize and catalog the contents of the WBCCI Archive and store them in the new sleeves and boxes.

Respectfully submitted,

Joseph Peplinski #6768
Chairman, WBCCI Historical Committee

Committee Report G Addendum – Historical Committee
IBT Meeting
July 2017 – Escanaba, MI

To: President Richard Girard and Members of the IBT

From: Joe Peplinski, WBCCI Historical Committee Chairman

Date: July 18, 2017

Since the Historical Committee Report submitted on May 31, 2017, the Historical Committee has developed two motions (Motion 6A for “Heritage Members” and 6B for “Heritage Caravans”) that will recommend specific WBCCI membership numbers for Heritage Status. These motions will be presented at the July 22nd IBT meeting only if Motion 4 (Heritage Status) passes.

Respectfully submitted,

Joseph Peplinski #6768
Chairman, WBCCI Historical Committee

International Rally IBT Meeting, June, 2017, Escanaba, MI

TO: International Board of Trustees

FROM: IR Site Selection Committee

Obtaining updates on possible future International Rally sites is a very slow process but one positive outcome is some locations are working to improve their sites. As I mentioned in my January 2017 IBT Report, in early November 2016 I had contacted the Family Motor Coach Association, Good Sam and Escapees organizations offering to share information on possible rally sites and asking for the information those organizations possessed. Unfortunately there was no response from Escapees. In late November during the Louisville, KY RV Show, our Corporate Manager, Lori Plummer spoke with these organizations and the Recreational Vehicle Industry Association and it was learned one of the goals of the RVIA Club organization is to help us share information about rally sites, vendors, etc. They were going to try and reach out to the National Fair Association as well as the National Parks to work with us with the goal of letting them know our needs to see who can accommodate as well as who is willing to update their venues. To date there has been no feedback.

We are continuing to update our database of possible future rally sites. Several Club members have contacted me offering their services in checking out sites which has been very much appreciated but if any other members have recommendations please send me an email at silverbulletspider@gmail.com.

I would also like to recognize the work by the other members of my Committee – Jerry Collins, Matt Hackney and Bob Stansbury. And welcome Vernon Goodwin III, WBCCI 1311 who will replace and serve out Jerry Collins remaining two years. Again, thank you Jerry for your service.

Respectfully submitted,

Don McKelvey

Committee Chair

July 22, 2017

From: Chairman, WBCCI Standing Committee for International Relations

To: WBCCI President Richard Girard, IBT and Members

Subj: Committee Report

Today, Wally Byam would be especially proud! To state the seventh of eight items in his "Creed": "To play some part in promoting international goodwill and understanding among the peoples of the world through person to person contact", and most certainly our Airstream Europe Unit is accomplishing this. In an uncertain environment, for example, the meaning and living of the Wally Byam dream is in full expression as at their June Rally, representative and members from as many as six (6) countries were present! Living the dream is especially meaningful there and is something most of us here really take for granted. Congratulations, Europe Unit, for giving us a high standard and a model to follow.

Reports from the Europe Unit continue to impress this chairman and stand to reflect the same kind of spirit I felt some fifty years ago when initially joining our organization. Individuals proud to be members and display numbers that signify their involvement is common there as it was to me previously upon my joining. I am still very proud to say that I am a member of the best RV Club in the world, the WBCCI! And this is their feelings also.

As far as the activities of this committee, I am especially happy to state that with great pleasure the addition of additional committee members is greatly appreciated. Thank you.

The committee continues to be a point of liaison with actual and potential Units overseas from the shores of North America, and to report on the great successes they are accomplishing. For me, I am very proud to also be an Affiliate Member of the Airstream Europe Unit.

Respectfully submitted,

Don Shafer

Lifetime Membership Fund Report

To:
President Richard Girard
International Board of Trustees
Members of the WBCCI

According to our Life Member Fund A/C #225 at the end of the second quarter, we had a total of 103 life members renewing. In the first quarter, 267 life members renewed.

After the expense of paying annual dues for life members in the second quarter, the fund balance was \$78,430.22.

The committee would like to thank Lori Plummer and the staff in Jackson Center for the help they provided to this committee.

This committee has one motion on the agenda.

Respectfully submitted,

Barry Bell – Committee Chairman
Gary Olinger – Committee member
Barbara Vaughn – Committee member

Long Range Planning Committee Report
Escanaba 2017 International Rally

To: INTERNATIONAL BOARD OF TRUSTEES
FROM: LONG RANGE PLANNING COMMITTEE CHAIR, Mona Heath

Committee Members: Don Hetzler; Jim Johnson; Joanne Miller; Alan Amundsen
Ex Officio Members: Barry Bell, Andy Selking, Lori Plummer, Richard Girard, Jim Cocke

Members of this committee are dedicated to long range improvements that will:

- Increase value of membership for Airstream owners;
- Enhance the ability of the club to attract and retain new members; and
- Improve club operations and governance.

The Long Range Planning Committee (LRPC) continues to meet every two weeks and as-needed on a weekly basis. It has been humbling to serve as Chair and carry forward this well-crafted body of work created by such forward-thinking and committed team members. As he moves into the role of Region 4 President, I would like to personally thank Don Hetzler for his passion, unwavering commitment to the LRPC Charter and for sharing his incredibly organized mind! Don, we will miss you and wish you great success in your role.

The Strategic Planning Document (SPD) presented at the 2017 Mid-Winter International Board of Trustees (IBT) Meeting:

- Contains fluid, dynamic goals, objectives and strategies that provide opportunities and resources for continual Club improvement, offering a glimpse of where we think it would look like; is
- Guided by the member-focused Vision and Mission statements developed by a planning team established during Joe Perryman's Presidency; and is
- Supported by a comprehensive Task Roll-up and a wealth of reference materials.

Identified within the SPD are the following goals supported by corresponding objectives and tasks:

- ✓ Value to our Members
- ✓ Service to Members at Local Club Level
- ✓ Rally / Caravan experiences that support membership goals, member participation, and creates a strong organization consistent with WBCCI objectives.
- ✓ Focus on Regional Support of local Clubs
- ✓ Sustain an environment that is welcoming to volunteers and that encourages overall member support for volunteers' efforts
- ✓ Streamline International Operations to Provide Effective and Inspirational Leadership

Adoption and Engagement:

Accountability for selecting and reaching the goals rests with the IBT and the Executive Committee (EC). The LRPC will:

- Meet with the incoming President and Vice Presidents at the Mid-Winter Meeting prior to their installation to review their respective Goals, beginning with Sarasota in 2018. This provides an opportunity for the LRPC to recommend inclusion of key Goals/Tasks not contained in the EC goals as well as to identify possible inclusion of Goals/Tasks not reflected in the SPD;
- Create adaptive communication platforms to present the SPD to Region Officers, Standing Committee Chairs and Club Membership on an on-going basis at Mid-Winter IBT and the International Rally; and
- Continue to audit the SPD for opportunities to enhance the Goals/Tasks based on current membership and marketplace direction, and will update the SPD annually each May.

We wish to acknowledge and thank ex officio members for their participation and commitment to a cohesive, collaborative and member-focused leadership team. Success for the LRPC is not measured by checking things off a list; rather, it is reflected through advocacy and adoption of the opportunities identified in the Strategic Plan; through the continuity of leadership goals and, ultimately, in the growth and satisfaction of the soul of the Club – our Membership.

“It is not only what we do, but also what we do not do, for which we are accountable” — Moliere

Respectfully submitted,
The Long Range Planning Committee

Attachments:
Strategic Plan

Strategic Planning Document

Introduction

Ongoing and continuous planning, shaping, and evolving are paramount for the future growth and livelihood of the Wally Byam Caravan Club International (WBCCI). The Long Range Planning Committee (LRPC) Strategic Planning Document (SPD) articulates the WBCCI plan for the future, and acknowledges and addresses the challenges and opportunities we face. The SPD provides goals, objectives and tasks to build a roadmap that expresses where we want to be in the future. The Plan includes goals designed to strengthen the organization, the leaders, and the member base to improve and move the WBCCI forward while providing a quality, one of a kind, experience for members of all ages and ensuring the WBCCI's future.

Responsibilities

The LRPC is responsible for maintaining and updating this document.

Background

Many International Presidents recognized the need for a cohesive strategy in moving the WBCCI forward. Numerous excellent initiatives, such as the 2020 Committee, were prompted by the International Board of Trustees (IBT) and Executive Committee (EC) as early as the Mid-Winter IBT in Gonzales, LA, in 2008. These studies and reports were the basis for proposed and subsequently approved, revised Vision and Mission Statements in the WBCCI Constitution. Then in 2015, a committee commissioned by Joe Perryman generated a Long Range Planning Committee Report, dated July 5, 2015, which led to IBT approval of formation of the LRPC. This committee will report to the IBT and derive any authority to act (and spend) from the IBT.

Our Vision

As we look at the club through 2026, we see Airstream owners focused on effective communications, continual improvement, responsive leadership and universal appeal as the Airstream Club of choice. We value our ICONIC Airstream RVs, positive forward thinking, personal involvement and volunteering, equality and respect among members, responsible stewardship of club resources, a club that is affordable, and a club that respects traditions and past accomplishments. Our club provides and promotes our unique offerings in a way that makes club membership an absolute "must have" for all Airstream owners.

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6/1/17

Summary Goals

This document identifies a set of goals, objectives and tasks that are pertinent to the development of a Strategic Plan as defined in the LRPC Vision document. While the listed goals are not in priority order, all of them require some level of planning, research and developing positions for the operation of the club, leadership elements, member support, communications, and rally/caravan execution. To achieve these goals the LRPC anticipates the possibility of changes to the WBCCI Constitution, Bylaws and Policy, and looks forward to working with the IBT in that effort. The goals are:

1. Provide Value to Our Members
2. Streamline International Operations to Provide Effective and Inspirational Leadership
3. Increase Focus on Regional Support of Local Clubs/Units
4. Improve Service to Members at Local Club/Unit Level
5. Provide Rally/Caravan Experiences that Support Membership Goals, Member Participation, and Create a Strong Organization Consistent with WBCCI Objectives
6. Sustain an Environment that Is Welcoming to Volunteers and that Encourages Overall Member Support for Volunteers' Efforts

Adoption and Engagement

Accountability for selecting and reaching the goals rests with the International Board of Trustees (IBT) and the Executive Committee (EC). The LRPC will meet with the incoming President and Vice Presidents at the Mid-Winter Meeting prior to their installation to review their respective Goals. This provides an opportunity for the LRPC to recommend inclusion of key goals/tasks not contained in the EC goals as well as to identify possible additions of goals/tasks not reflected in the SPD.

The LRPC will also create adaptive communication platforms to present the SPD to Region Officers, Standing Committee Chairs, and members on an on-going basis at Mid-Winter IBT and the International Rally. Success can only be achieved through adoption of the SPD at all levels, led by a cohesive and collaborative EC.

The LRPC will continue to audit the SPD for opportunities to enhance the Goals/Tasks based on current membership and marketplace direction, and will update the SPD annually each May.

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6/1/17

Long Range Planning Strategic Planning Goals, Objectives and Tasks

Goal 1. Provide Value to Our Members

Objective: Make membership attractive and valuable to Airstream owners. Provide a great value for the membership dollar by recruiting and retaining members willing to support club activities. Provide enthusiastic support of the club's traditions and ideals through effective use of resources.

Task 1. Analyze the profile for a member through examination of club best practices, past successes, other clubs' successes, club existing and visionary demographics.

Task 2. Revise the WBCCI Vision based on the member analysis to include new member profile.

Task 3. Actively pursue new members through advertising, open events and a renewed publicity effort.

Task 4. Work with other related Airstream groups to pool resources, ideas and fun activities.

Task 5. Promote and advertise rallies, caravans and other events to make the club the premier choice for Airstream owners and members.

Task 6. Determine a set of benefits that support membership in the club as a great value. Assess relativity and then pursue national level discounts, camping discounts nationwide, and cost comparisons for caravan and rally activities.

Task 7. Provide membership with effective tools to operate as a club member using modern technology

Goal 2. Streamline International Operations to Provide Effective and Inspirational Leadership

Objective: Optimize Club leadership focusing on providing the greatest value to the members. Provide forums for member communication, executive communication, and improve club management business processes.

Task 1. Determine the ideal club organizational structure to best serve future composition of the membership. Review and improve office processes, equipment, software systems, accounting, and publications. Select easy changes with maximum benefits for early implementation.

Task 2. Assess and support implementation of recommendations provided by the International Rally Site Selection Committee and the associated process and procedure improvements that support our members.

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Task 3. Provide Blue Book/Club brochure or on-line training to educate members on available communications methods.

Task 4. Assess the impact of revising the Blue Book, Ideas Book, Caravan Guide and other documentation to include a more modern look and feel. Implement recommendations.

Goal 3. Increase Focus on Regional Support of Local Clubs/Units

Objective: Foster the idea of the Region Officers as a basic element of the Unit Support Network. Recommend changes, provide ideas and develop a communications network based on Regions supporting Units. Identify and develop future officer candidates to fit the club's needs.

Task 1. Improve the Region-to-Unit communications process to allow a Unit to Region question/response or idea/comment blog that is searchable.

Task 2. Assess and determine a viable solution to the problem of obtaining Region Officer Candidates.

Task 3: Determine the effectiveness of Region rallies and provide support for improved/modernized Region level business processes.

Goal 4: Improve Service to Members at Local Club/Unit Level

Objective: Improve Unit Operations effectiveness. Where possible simplify the process of operating the club. Streamline and modernize processes to include updated communications tools, and external social media exposure.

Task 1. Examine current Unit level operations and streamline processes, as appropriate, to minimize time spent managing club "business" and increasing time available for fun.

Task 2. Assess the existing Unit level documentation that supports Unit Officers and update as needed. Provide where needed, on-line leadership training, operation guides, and include a process for reviews, updates and frequently asked questions.

Task 3. Develop effective communication channels at all levels: International, Region and local.

Goal 5: Rallies and Caravans - Provide Rally and Caravan Experiences that Support Membership Goals, Member Participation, and Create a Strong Organization Consistent with WBCCI Objectives

Objective: Improve Club rally/caravan experiences to cover the entire WBCCI member domain with emphasis on simplified Unit level planning requirements and communication. Provide guidance and educational programs to help the units succeed in matching their membership requirements to fun and exciting travel and fellowship. Improve the International Rally experience and seek ways to improve communications and marketing of other rallies and caravans as appropriate (Region, National, Special Event, Special Interests).

WBCCI

Version 1.0
6/1/17

Task 1: Assess the current International Rally (stem to stern) for areas of improvement. Provide detailed recommendations in areas of finance, attendance, program, duration, location and other areas as identified in the IR Assessment.

Task 2: Review surveys and member suggestions to determine, if possible, what WBCCI members and future members want from a rally/caravan program. Develop an initial set of action items to improve, where needed, training, processes, procedures, education and documentation required to implement appropriate changes.

Task 3: Assess the value added of creating rally/caravan data repositories/archives to assist the rally planning activities and of developing a succession plan for rally managers and caravan leaders. Implement as deemed appropriate.

Task 4: Update pertinent support documents for use by the rally/caravan planners.

Task 5: Improve Special Event Rally and Caravan planning and coordination. Provide special event rallies and caravans that the membership will enjoy and support.

Task 6. Maximize the use of digital media to advertise and communicate upcoming and new special event rallies and caravans.

Goal 6: Sustain an Environment that Is Welcoming to Volunteers and that Encourages Overall Member Support for Volunteers' Efforts

Objective: Our club depends on volunteers to operate. We must develop a club culture that perpetuates and nurtures involvement by volunteers and where needed, improve existing programs and create excitement around the importance of becoming involved with making the WBCCI concepts work.

Task 1. Assess existing club volunteer requirements with concentrations at each level of management. Provide suggestions for improvements where they are needed.

Task 2. Provide a process to educate club membership about the value added by volunteers and the benefits of volunteering (at all levels). Work on the "enjoyment" factor.

Task 3. Ensure volunteer requirements are updated as the club support requirements change. Invoke needed evaluations and transitions through transparent processes that assure members that leadership is attending to our "value added" philosophy and their well being.

Task 4. Establish a responsive feedback process and/or reward system for working committees that makes volunteering a "benefit" and acknowledges their contributions.

Committee Report July 2017

IBT report 2017

To: President Richard Girard, Members of the IBT and my fellow Airstreamers

From: Teresa Taylor Membership Chair

Thank you, Mr. President for the opportunity to serve as Membership Chair. With the help of the Corporate office and my membership teams we have finished projects you have asked for during your term as President.

Our membership numbers as of May 31, 2017 is 6,700. Memberships approx. 13,400 Airstreamers. Our final renewal rate was 92.2%. As of May 31, 2017 we have 642 new members since Jan 2017. That is an average of 120 new members a month compared to 106 new members a month in 2016. This is a 11% increase in membership since July 2016.

Our finished projects for this year: New Marketing Material for Airstreams leaving the factory, including door hangers, membership brochures for our members and dealers to hand out to prospective members. All have the new Wally Byam Airstream Club logo, QR Square, join at airstreamclub.com link.

Working with Carolyn Beardshere and the ECC committee we have guidelines for region and unit websites. We have contacted all units with outdated website and have asked those to update. The updates have gone very well with only a hand full of units not updated. Those not updated have been removed from the WBCCI website until they can be updated because a website that is not updated to 2017 looks like the unit has dissolved. We have had nothing but positive reactions from those units that needed to be updated. Carolyn Beardshere has done an outstanding job getting those unit webmasters up and running. We plan to do the evaluation yearly so units don't fall to the wayside and look like they have dissolved. We need updated, vibrant websites and Facebook presence to attract new Airstream owners.

Membership has put together a CPC list Campaign for Headquarters, regions and units with contact at 1,3, and 6 months. We will also have ideas, examples and best practices for units and regions to use to attract new members from the CPC list. I will be including this campaign at my membership seminar and workshop here at Escanaba.

My main project since mid-winter is on boarding sequence for welcoming new members from the on line greeting on our website, the welcome from the Club to the region and unit welcomes. The regions and units have on boarding guidelines with idea's and examples to help them with welcoming and engaging with our new members. Membership renewal starts with the first welcome to the club.

I have put together a team for Dealer Sponsor relations to work with our Dealer Sponsors and member liaisons to build partnerships with our Dealer Sponsors. Our Dealer Campaign will continue into the next administration.

Our Social Media Chair, Mark Ferdara Hubbard-Broussard has kept our social media positive and Harold Higgins has kept our twitter account up to date on all things Airstream. Thank you to both for your contributions to our club. Also Thank you to our Airforum members for keeping the Airforum threads positive and up to date.

I have given 2 membership seminars at region rallies and talked with members both new and experienced about our club and ways for us to improve Airstream adventures and memories in the family we call the Wally Byam Airstream Club. I will continue to work on finishing items we have talked about around the campfire and Thank you for your confidence in me to serve as your Membership chair, I've had a great time!

Sincerely,

Teresa Taylor, Membership

TO: Richard Girard, President, the 2016-2017 International Board of Trustees,
and WBCCI
FROM: Marque Mooney, Chairman, National/Special Event Standing Committee
DATE: July 22, 2017
SUBJECT: National/Special Event Standing Committee Report

Region	Rally	Type	Dates	Units (persons)	Financial Report (Profit/Loss)
9	Texas Vintage Rally	Special Event	4/27-5/1	73 (139)	\$1334.50
11	Santa Fe Experience	Special Event	6/15-6/18	*	*

* Information Not Available at time of report

The following are the upcoming National and Special Event Rallies:

Region	Rally	Type	Dates
3	Galax Old Time Fiddlers Convention	Special Event	8/6-8/12
10	Pendleton Round-Up	National	9/11-9/17
4	Swiss Festival	National	9/22-10/1
11	Albuquerque Balloon Fiesta	National	10/6-10/10
6	Storytelling Festival	Special Event	10/4-10/8
10	Sun Valley Jazz & Music Festival	Special Event	10/16-10/23
12	Rose Parade	Special Event	12/28-1/1

I would also like to remind all Rally Chairmen that you have 30 days from the end of your Rally to get your Rally Reports turned in to headquarters.

Thank you, President Girard, for the privilege of serving WBCCI.

Committee Report

Escanaba, MI

July 22, 2017

TO: Richard Girard, President
International Board of Trustees
Members

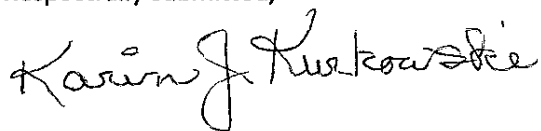
FROM: Karin Kurkowski, Chairman
Planning Guides/Merit Awards

DATE: July 13, 2017

It has been privilege to serve as Planning Guide/Merit Awards Chairman. I wish to say THANK YOU to all of the officers who took time and energy to partake in this very worthwhile program. It was a great learning tool. This is my final report and I hope someone will come forward to redo the planning guide and that officers will find it helpful in making their units better. My congratulations go out to all of you who earned their ribbons and will continue to display them PROUDLY.

Again I would like to say THANK YOU for your efforts. My Thanks to President Richard giving me this opportunity to serve.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karin J. Kurkowski". The signature is written in black ink and is positioned below the typed name.

Karin Kurkowski, Chairman

Committee Report __
Escanaba, MI

PUBLICATIONS STANDING COMMITTEE REPORT

To: President Richard Girard, Members of the IBT
and my fellow Airstreamers

From: Cecelia Stansbury, Publications Standing Committee Chair

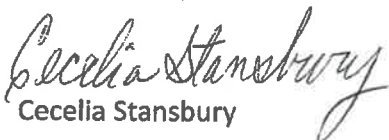
Date: July 21, 2017

Thank you Mr. President for the opportunity to serve in this capacity. The Blue Beret continues to improve with each issue, thanks to Lori Plummer and her team. They are doing a great job and should be thanked for all they do for us as a Club.

This is my last report as Publications Standing Committee chair. I have enjoyed serving the Club in this capacity over the past four years. There have been many changes to this position, including a name change. I started as the Blue Beret Standing Committee chair. Two years ago it was decided to broaden this committee's role to include all the club's publications. This committee now oversees both the Blue Beret and the News and Views. We have also undergone a change in the ByLaws to update and expand the regulations covering the Club's publications. I am leaving this committee in good hands as Hedda Smithson takes over for me. I know she will do a great job.

I look forward to my growing responsibilities on the Region 12 Board as the 1st Vice President so you haven't seen the last of me. This is a great organization and one Bob and I could not be more proud to be a part of.

Respectfully yours,


Cecelia Stansbury

Technical Committee Report for International Rally, Escanaba Michigan

To: President Richard Girard, Members of the IBT
and fellow Airstreamers

From: Dave Schumann, Technical Committee Chairman

Date: May 5, 2017

Thank you, Mr. President, for the opportunity to carry on with what Howard Leftkowitz and his committee members had been developing over years.

The committee has continued with the Airstream Tech Support Group question and answer email hotline as well as continuing in providing technical information for the Blue Beret articles. We continue adding additional information to WBCCI home page in the form of how to's and other information regarding taking care of your Airstream.

We recently did a seminar at The Region 4 Rally at Canfield, Oh. and there are two seminars planned for the International Rally in Escanaba.

To keep the Tech Help Column going as well as to add new thoughts/topics we are looking for a new face to head up the committee as well as any new committee members. I will continue to head up the committee until the end of the Calendar year and will work with anyone interested in taking over the Technical Committee.

I want to thank everyone at the Headquarters and committee members that have helped me get up to speed and for their patience over the last two years.

Thank you for the opportunity to serve the WBCCI.

Respectfully submitted,
Dave Schumann, Chairman and Committee Members

To: Richard Girard, President, IBT and WBCCI members
From: Carol Ortiz, Treasurer
RE: WBCCI FREE WHEELERS INTRA-CLUB

It came to our attention that a report for the WBCCI Free Wheelers Club had not been filed for this International Rally. Therefore, please accept this late report.

The WBCCI Free Wheelers is an established Intra-Club for singles in our WBCCI organization. The only requirements for regular membership are (1) that you are a member of WBCCI in good standing and (2) that you are unmarried. Former members of Free Wheelers who become married may apply for ALUMNI membership. Dues are currently \$5.00.


Last year, in Lewisburg, we came to a critical place in our Club: Should we disband or continue? The members voted to continue and so we are in the rebuilding stage. One of the difficulties in continuing is that members are all over the USA and Canada. So, our purpose for now is to invite singles at our International rallies to Happy Hours and to have some meals together. Sometimes, it is difficult for singles to have a common social connection point when there are so many couples in our WBCCI. Therefore, at this rally, in Escanaba, we would like to ask you to spread the word that we are gathering between 3pm and 5pm at the motorhome of our President, Monte Barksdale, #225. He can be found in Purple -82.

In the past, we have had pre-rallies and/or post rallies located near the site of the International Rally. In addition, there were many singles who lived in the state of Florida, and they gathered to caravan to their State Rally. So, as we look to the future, we ask that singles have an acknowledged gathering time at rallies. I am happy to say, that many of our membership are very active in their own Units, in their Regions and at International, serving as Chairmen of Committees and serving year after year in some of the same Committees, providing support for our wonderful WBCCI. Many have assumed the leadership roles at all levels, as well.

Each year we provide a directory to our membership and when we have a newsletter editor, several editions during the year, as well. We do look forward to rebuilding and gathering for many activities in the future.

The balance in our Treasury at June 30, 2017 is \$2830.13.

Respectfully submitted,


Carol Ortiz, Treasurer



Vintage Airstream Club

2017 Report to WBCCI at Escanaba, MI July 18, 2017

This year the VAC membership and finances are stable and in good condition. VAC membership renewals have always been on the anniversary of the member joining. This year we changed to align with the WBCCI renewal date. Members can send checks to WBCCI headquarters but can not pay through the WBCCI web site. Members can pay by Paypal on the VAC website. Members are being contacted by email about the change in renewal dates and we currently have 351 active members and 144 expired members. Those with expired memberships are being contacted to adjust any lapse due to the change in renewal dates.

Early in the year the management of the VAC website changed and the web assets were moved from a private server to the WBCCI server. In the process VAC's ability to send emails to the members was disrupted for several months and the Web site has not been updated. We now have a new web manager and those should be revised and current in early August.

Ian Jamieson, the Communicating Secretary for VAC Europe has contacted VAC to open discussion about how to interface between VAC and the 20 members with vintage trailers in Europe. This will be a topic of discussion at the VAC annual meeting during the International Rally.

Several regions held VAC rallies this year with The Texas Vintage Rally having over 70 rigs and the Vintage Rendezvous this week at Iron Mountain having 30 trailers. The region 3 representative requested VAC parking and signup at the Region 3 Rally. Those were not provided and VAC was not even recognized at the opening ceremony. This hindered the ability of the Region 3 VAC organizers to hold an effective rally. Region 8 held a rally in Kansas in July with 12 trailers present and Region 5 has a rally scheduled in September. Region 12 has a Caravan planned next year to go from Southern California to the VAC Rendezvous then on to the International Rally at Salem Oregon.

VAC has not published a magazine for several years and the newsletter has not been sent out the past year. We are hoping to address the newsletter as soon as possible and are currently searching for a member to put the newsletter together. We are accumulating articles to be included and the WBCCI historian has provided the next in the series of articles on the Beatrice Airstream years.

Sincerely,

Steve Laxton, VAC President



Airstream Club International

Date: May 27, 2017

From: Tom Smithson, Chair Foundation Committee

To: Richard Girard, President

Subject: WBCCI Foundation Committee Report

To: Richard Girard, President WBCCI

Dear President Girard,

At the mid-winter IBT meeting in Casa Grande the committee reported on its progress in establishing a 501 (c)(3) Foundation to work with WBCCI. The Committee also asked for funding for legal advise for incorporating the proposed Foundation. Funding was granted and the committee was given permission to pursue establishing the Foundation.

We are pleased to report that on February 6, 2017, the WBCCI Foundation was incorporated in the state of Ohio. Since them a temporary Board of directors was established from the members of the Foundation Committee. That Board undertook making application to the IRS for tax-exempt status at the federal level. It also registered the Foundation as a tax-exempt entity with the state of Ohio. Final registration is dependent on the determination of the IRS and the granting of tax-exempt status. At the moment we are awaiting the IRS determination, which can take from three to six months.

Meanwhile, the Board is working to develop policy for the Region Presidents in make nominations for the election of the true Board of the Foundation. Hopefully a draft version of that policy will be available by the International Rally in July 2017. It will be the responsibility of the Board, elected from the Regional nominees, to further establish policy for the operation of the Foundation to meet its objectives; " A charitable foundation, which enhances the Airstream lifestyle through charitable contributions, causes and education in the communities, through which WBCCI members live and travel."

Unfortunately, the work of the Foundation, as a tax exempt corporation, will have to wait the determination of the IRS. However, the current Board of the corporation will remain in place until that determination is made. Assuming a successful application we will then solicit nominations from the Region Presidents and elect the Regional based Board. It is our

sincere hope that by the start of 2018 there will be a fully functioning WBCCI Foundation in place.

The members of the committee, Jay Thompson, Chuck Kiple, Matt Hackney, John Ferking and Lori Plummer want to thank you for the opportunity to create this Foundation and we look forward to the work it will be able to do for the membership of the club and the public.

Sincerely,

A handwritten signature in black ink that reads "Tom Smithson". The signature is written in a cursive style with a large, prominent initial 'T'.

Tom Smithson, Foundation Committee Chair

May 28, 2017

To: Richard Girard, International President
International Board of Trustees
WBCCI Members

From: Special Committee – Financial Management

Committee Members – Gail Harrower, chair, International Treasurer, Region 7 – Past President

- Jay Thompson, Past Region 3 President, Caravan Committee Chair
- JJ Johnjulo, Past Region 4 President, Nominee for International Treasurer
- Karen Fisher, BSME, MSMM, Region 4 - 2nd Vice President
- Ken Johansen, CPA, Region 11 - 2nd Vice President

The purpose of this special committee appointed at the WBCCI Mid-Winter Board Meeting in Casa Grande, Arizona was to review, analyze, and present new or revised motions for Motion #4, Motion #10, Motion #10A and Motion #11. The committee met briefly at Casa Grande and has e-mailed and held teleconferences to further discuss these motions and the issues within them. The committee was composed from a variety of professions, all which contributed greatly to the committee's success. Their time and effort is to be commended. Thank You!

The committee has reviewed, in depth, the following documents:

1. Internal Revenue Service - Important information on Group Exemptions – Tax Exempt and Government Entities Division
2. WBCCI Tax Filings – 990 and 990T & Caravans
3. 990-EZ Tax Filings – random selection of Unit, Region, and Intra-Club returns

From this review, the committee has determined there is a need to have improvements in our processes to ensure better compliance and financial accountability within our club. Attached are the motions recommended by this committee to the International Board of Trustees for their approval.

Respectfully Submitted,

Gail Harrower, chair

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Committee Motion No. Financial Action C – Page 2 Rev 2 Meeting Date: July 22, 2017 Location: Escanaba, MI

I move to amend Article XVI, FINANCIAL MANAGEMENT, Policy, Financial Management, Page 35.2, Item #12 by deleting Item #12 and substituting a new Item #12 as follows:

Item #12 delete in its entirety:

12. ~~Any WBCCI entity, which employs the International Club Tax Identification number to conduct its financial affairs shall file the appropriate financial data with Headquarters in accordance with guidelines and procedures established by the International Treasurer and Corporate Manager. Guidelines and procedures shall be in accordance with current tax and fiscal practices. Each entity shall make payment to Headquarters for the amount of tax generated as determined by the Treasurer and Corporate Manager. (1/20/17)~~

Substitute a new Item #12:

12. Any WBCCI entity, which employs one of the International Club's Tax Identification numbers to conduct its financial affairs is required to file the applicable IRS Forms annually within five (5) months of the end of their fiscal year. The filing shall follow current guidelines, policy and procedures established by the IRS and WBCCI. The entity, **not Headquarters**, is responsible for filing the IRS forms and sending a copy to Headquarters.

I move to insert a new Policy #14 & #15, which shall read:

14. Each WBCCI entity (Units, Regions, Intra-Clubs, and National Caravans) shall set up their own bank accounts in the name of their Unit, Region, Intra-Club, and National Caravan for receiving all money and paying all expenses through such accounts. Each entity is required to submit an annual accounting of beginning cash balance, cash receipts, disbursements and ending cash balance to Headquarters within 60 days of the entity's year end and shall retain appropriate financial data in accordance with the established guidelines, policy, and procedures.

Policy Financial Data Guidelines

1. Each WBCCI entity shall set up their own bank accounts using their assigned IRS number (if applicable).
2. Headquarters has set up a Corporate Rally Account with a Corporate Bank and as such, has facilitated an easier way for the Units, Regions, Intra-Clubs, and National Caravans to set up their own bank accounts utilizing the Corporate Bank, if they so desire.
3. Copies of source documents, either as a paper document or electronically, shall be retained by each WBCCI entity for a period of seven (7) years.
4. Source documents shall include but are not limited to:
 - A ledger – that records all cash receipts and all expenses paid. This can be a print out from a computerized accounting program, or hand written.
 - Cash Receipts – that record money received.
 - Disbursements – that supports the payment of cash, check, or electronic payment of an expense.
 - Financial Statements – showing the beginning cash balance, cash receipts, disbursements, and ending cash balance.
 - Bank Statements – that confirm cash received and disbursements.

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Committee Motion No. Financial Action C – Page 3 Rev 2 Meeting Date: July 22, 2017 Location: Escanaba, MI

5. Copies of source documents shall be made available to Headquarters when requested by the International Treasurer, Corporate Manager, or WBCCI Executive Committee for use as evidence when scheduled or random, internal, or external audits occur to review the entity or the club's financial statements.
6. These documents may be shredded or other form of elimination may take place after the seven (7) years has expired.
15. Each WBCCI entity (Units, Regions, Intra-Clubs, and National Caravans) which does not comply with these policies will be referred to the Executive Committee for a resolution. The Executive Committee will report at each regularly scheduled IBT meeting the status of all entities with regard to filing and action taken, including and up to suspension of the entity, where needed. Entities so suspended may reapply to be an active entity at the next IBT meeting.

Rationale:

Item #12 requires cleanup of outdated verbiage and Standard Accounting Practises.

The new Policy #14 & #15 was not previously defined in the Bylaws and is a requirement for financial accountability within the WBCCI.

This also defines the period in which source documents need to be kept for use as evidence when scheduled or random, internal, or external audits occur to review the entity or the club's financial statements. These guidelines are within the Standard Accounting Practises of Corporations, and the requirements of the IRS and CRA.

Financial Impact Statement:

There is no financial impact.

Adopted

Defeated

Amended

Referred

Postponed*

Tabled**

Withdrawn

_____ Gail Harrower, Chair _____ Maker

*Cannot be postponed beyond session.

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

_____ Second

For Office Use Only:

Submission Date _____

_____ Motion reviewed by Constitution and Bylaws Committee

Time _____

_____ Motion reviewed by International Parliamentarian

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Committee Motion No. Financial Action D Meeting Date: July 22, 2017 Location: Escanaba, M

Page 4

I move to amend Bylaws and Policy, ARTICLE XVI FINANCIAL MANAGEMENT, Policy, Caravans, Pages 47 to 49, by removing the entire Policy, Caravans, and substituting a new Policy, Caravans which will read:

Policy Caravans

1. National Caravans Expenses incurred by members incidental to scouting prospective National Caravans which do not materialize, and expenses incurred by a leader of a caravan which has operated at a deficit, shall be paid from the National Caravan Fund if such activity was previously authorized by the Caravan Committee Chair.

Caravan Arrivals Caravan leaders terminating at an International Rally will obtain an expected arrival date and time from the Caravan Committee Chair. The Chair will send a listing of all scheduled arrivals to Headquarters, the Parking, Traffic Control Chairs, and the International Third Vice President not less than 90 days prior to arrival dates.

Caravan Approval All National, Regional, and Intra-Club Caravans must be approved by the Caravan Committee Chair.

Unit Caravans Unit Caravans that are approved by a Unit following its authorized procedures and documented in writing are fully sanctioned WBCCI Caravans.

International Caravans WBCCI sanctioned Unit, Region, Intra-Club and International Caravans may be authorized to enter into Mexico, Central America, and other International locations only if recommended by the Caravan Committee to the Executive Committee of WBCCI for their formal approval. Appropriate insurance must be purchased to cover the caravan and the cost of such insurance shall be included in the kitty fee. For details refer to: Bylaws and Policy, Financial Management, page 35, Item #10 Foreign Liability Insurance.

National and Regional Caravans, which meet the CRITERIA hereunder, shall be listed in the annual membership directory and the caravan number assigned by the Caravan Committee Chair shall follow each Caravanner's name in the directory.

CRITERIA:

- a. Duration of 10 or more nights not including nights spent at organized rallies.
- b. Park in five or more cities or geographic locations, not including organized rallies.
- c. Number 10 or more trailers, motorhomes, including the leader.
- d. Use the kitty fee method for handling financial matters.
- e. Adhere to provisions in the current Club Caravan Handbook, the Bylaws and established Policy and Financial Management practices of the WBCCI.

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Committee Motion No. Financial Action D Meeting Date: July 22, 2017

Location: Escanaba, MI

Page 5

Unit Caravans, which meet the CRITERIA hereunder, shall be listed in the annual membership directory and the caravan number assigned by the Caravan Committee Chair shall follow each Caravanner's name in the directory.

CRITERIA:

- a. Duration of 6 or more nights not including nights spent at organized rallies.
- b. Park in 3 or more cities or geographic locations, not including organized rallies.
- c. Number 7 or more trailers, motorhomes, including the leader.
- d. Use the kitty fee method for handling financial matters.
- e. Adhere to provisions in the current Club Caravan Handbook, the Bylaws and established Policy and Financial Management practices of the WBCCI.

Caravan Leader Pennant A leader of an approved caravan may fly the IBT approved Caravan Leader Pennant (24" hoist by 36" fly, 12" between points) from the date of approval of the caravan until its termination at which time it is to be returned to the respective board or organization.

National Caravan Fund Financial Management

The National Caravan Fund is under the control of the Caravan Committee Chair, the Caravan Committee Treasurer, and the immediate past Caravan Committee Chair. Charges and deposits to this fund will be authorized by the Caravan Committee Chair.

The Caravan Committee Chair, or an Appointee, is authorized to invest monies of the National Caravan Fund in interest bearing accounts, and/or certificates issued by any National Bank, State Bank, Trust Company, Savings Bank, or Savings and Loan Associations, chartered under the laws of the United States of America, or any state in the United States whose deposits are insured by the Federal Deposit Insurance Corporation or by the Federal Savings and Loan Insurance Corporation. The total amount of funds on deposit in any one financial institution shall not exceed the insured amount. The Caravan Committee Chair is also authorized to purchase Treasury Bills, Treasury Notes, or Treasury Bonds issued and guaranteed by the United States Government.

A financial statement of the National Caravan Fund shall be submitted by the Caravan Committee Chair as part of the required IBT reports to the International Board of Trustees.

The Caravan Committee Chair is directed by the Executive Committee to see that any quantity discount, savings interest earnings or surplus is returned to the participants of a caravan. Any normal caravan operating deficit shall be the responsibility of the caravan participants by assessment of an additional kitty fee.

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Committee Motion No. Financial Action D Meeting Date: July 22, 2017

Location: Escanaba, MI

Page 6

Rationale:

Airstream Inc., no longer offers International caravan sponsorship and WBCCI no longer offers Overseas Caravans through the International Relations Committee. Such caravans are the responsibility of the Caravan Committee. This motion cleans up the language of the Policy as well as reflect changes made in recent years to standing committees and Headquarters responsibilities.

Financial Impact Statement:

There is no financial impact.

Adopted Defeated Amended Referred Postponed* Tabled** Withdrawn

Gail Harrower, Chair _____ Maker

*Cannot be postponed beyond session.

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

_____ Second

For Office Use Only:

Submission Date _____

_____ Motion reviewed by Constitution and Bylaws Committee

Time _____

_____ Motion reviewed by International Parliamentarian

IBT MOTION FORM

APPROVED

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Committee Motion No. Financial Action E Meeting Date: July 22, 2017

Location: Escanaba, MI

Page 7

I move to amend Bylaws and Policy, Article III, COMMITTEES, Policy, STANDING COMMITTEES – GENERAL DUTIES, Section B. Caravan, Page 3 as follows:

- by inserting “as a guide for the caravan program” after “Caravan Handbook”;
- by striking out ~~to manage and disburse the budget funds of the Caravan Standing Committee in accord with International Policy;~~
- by striking out ~~to coordinate the National Caravan program of the International Club with the Caravan Program of Airstream, Inc. (for overseas caravans of the International Club, see paragraph L) (1/17/97)*~~ after “such rallies;”
- by inserting “and to encourage, assist in arranging, and approve caravans in fraternal countries where Airstream has a significant presence (see paragraph J).” after “such rallies.”

Policy B. Caravan currently reads:

Policy B. Caravan To foster a continuing interest in National, Region, Unit and Intra-club Caravans; to administer and approve National, Region and Intra-club caravan programs; to develop and maintain the Caravan Handbook as a guide for the caravan program of the International Club; to establish and conduct an annual training program for Caravan Leaders and Caravan participants; ~~to manage and disburse the budget funds of the Caravan Standing Committee in accord with International Policy;~~ to assign the dates and times for caravan arrivals at International Rallies; to coordinate the itineraries of National Caravans with the dates and locations of National and Special Event rallies thus affording participants in National Caravans the opportunity to attend and support such rallies; ~~to coordinate the National Caravan program of the International Club with the Caravan Program of Airstream, Inc. (for overseas caravans of the International Club, see paragraph L) (1/17/97)*~~ and to encourage, assist in arranging, and approve caravans in fraternal countries where Airstream has a significant presence (see paragraph J).

Policy B. Caravan would then read:

Policy B. Caravan To foster a continuing interest in National, Region, Unit and Intra-club Caravans; to administer and approve National, Region and Intra-club caravan programs; to develop and maintain the Caravan Handbook as a guide for the caravan program of the International Club; to establish and conduct an annual training program for Caravan Leaders and Caravan participants; to assign the dates and times for caravan arrivals at International Rallies; to coordinate the itineraries of National Caravans with the dates and locations of National and Special Event rallies thus affording participants in National Caravans the opportunity to attend and support such rallies; and to encourage, assist in arranging, and approve caravans in fraternal countries where Airstream has a significant presence (see paragraph J).

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

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Rationale:

The "Caravan Club Handbook" should be a "guide" only for the caravan club. The International Board of Trustees (IBT) through the Constitution, Bylaws and Policy provides the governing documents for the Units, Regions, Intra-clubs, and Caravans.

This motion cleans up the language of the Policy as well as reflect changes made in recent years to committees and their responsibilities.

Financial Impact Statement:

There is no financial impact.

Adopted Defeated Amended Referred Postponed* Tabled** Withdrawn

Gail Harrower, Chair Maker

*Cannot be postponed beyond session.

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

_____ Second

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Time _____

_____ Motion reviewed by International Parliamentarian

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

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If the motion to amend the Caravans, Committee Motion #2 is passed, then I move to amend Bylaws and Policy, Article XVI, FINANCIAL MANAGEMENT, Policy, Financial Management, #2, Identified Funds, Item #b, by Deleting Item #b, and renaming Item C to B; Item D to C; and Item E to D.

Policy Financial Management currently reads:

Policy Financial Management

2. Identified Funds: The Treasurer shall establish identified funds within the accounting system as follows:

a. International Rally Fund

~~b. Caravan Fund that shall be initially established at \$1,500.00; accumulate residue funds from National Caravans remaining after refunds to the nearest whole dollar have been made to caravan participants plus administrative cancellation charges to a maximum fund amount of \$5,000.00 after which excess funds shall accrue to the General Fund. Charges and deposits to this fund will be authorized by the Caravan Committee Chairman. Authorized charges include: Advance monies for scouting and reservation expenses, to be repaid from Caravan Kitty; and expenses incurred by leaders in scouting and aborted caravans. Interest earned by this fund shall accrue to the Club's general fund. The principal fund amount shall be shown on the quarterly financial statement. (7/5/16)~~

~~e. b. Lifetime Membership Fund (as printed)~~

~~d. c. Common Cents for Kids Fund (as printed)~~

e. d. International Rally Equipment Fund (as printed)

Policy Financial Management will then read:

Policy Financial Management

2. Identified Funds: The Treasurer shall establish identified funds within the accounting system as follows:

a. International Rally Fund (as printed)

b. Lifetime Membership Fund (as printed)

c. Common Cents for Kids Fund (as printed)

d. International Rally Equipment Fund (as printed)

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Rationale:

Item #b – Caravan Fund, was last modified by the IBT on 6/21/86 when the fund balance was increased to \$5,000.00 from \$3,000.00. Upon checking the past financial records of the WBCCI, there was an equity account of \$300.00 on Oct 30, 2006, but the balance was zero on Nov 30, 2006. It appears that the account number was dropped around 2008, but there is no documentation to say one way or the other.

According to the 2015 Caravan Handbook, it states on Chapter 16, Page 58: The National Caravan Fund is under the control of the Chairman Standing Caravan Committee, the Caravan Committee Treasurer, and the immediate past Standing Caravan Committee Chairman.

This being the case, this bylaw needs to be corrected after the new definitions of the “National Caravan Fund” are approved by the IBT in Committee Motion #2.

There are no records to confirm that this change was authorized by the IBT, but it appears to have been the case for many years – at least since 1986. There have been no financial reports provided by the Caravan Committee on the Caravan Fund.

Financial Impact Statement:

There is no financial impact.

Adopted Defeated Amended Referred Postponed* Tabled** Withdrawn

Gail Harrower, Chair ___ Maker

*Cannot be postponed beyond session.

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

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To: President Girard, IBT and WBCCI Members

From: Joe Perryman, Special Article V Disciplinary Committee

Date & Place: July 22, 2017, Escanaba, MI

At the Midwinter IBT Meeting in Casa Grande, a Special Committee was formed to revise Article V, Ethics and Grievance Procedures. After many emails back and forth, a conference call and with the review of our Corporate Attorney and one other attorney, we are submitting an action item for consideration. Committee support for this document was unanimous except on a couple of minor points and we had a 100% majority vote for the document as a whole. Our original goal was to reduce verbiage, clarify the document and provide a procedure for action at the Unit and Region levels. The committee has taken great pains with this article as we believe it needs to protect the club against legal action. Unfortunately, we were unable to greatly reduce the verbiage as our Corporate Attorney suggested returning 2 sections we had deleted from our original draft. We do feel we have succeeded in meeting our other goals.

I would like to thank the committee members, Gary Rush, Region 8 President, Pete Yanke, Region 7 President, Barry Heckenswiler, current Ethics & Grievance Committee Chair and Lori Plummer, Corporate Manager. I would also like to thank President Girard for the opportunity to serve.

Respectfully Submitted

Joe Perryman

CBL Chair

IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

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I move that Bylaws, Article V, Disciplinary Procedures be deleted in its entirety and replaced with the following document:

ARTICLE V

DISCIPLINARY PROCEDURES

- Sec.1 A. Any member, hereafter referred to as the complainant, may file a grievance alleging that another member has violated any WBCCI Constitution, Bylaws, Policies, or Code of Ethics, or any comparable governing rules of any Region or Unit of WBCCI, or that the member is guilty of any misconduct at a Unit, Region or International event. Such complaint shall be filed at the lowest appropriate level, with the Unit, Region, or International President. (See Appendix 11 for disciplinary procedure check list.)
- B. Complaints resulting from misconduct at a Unit event should be filed at the Unit level, Region event at the Region level, and International event at the International level. *In* every case, the first step will be to attempt a negotiated settlement between parties. All the steps included here shall be followed at all times.
- C. Units and Regions will follow the process outlined in their Bylaws. In the case where Unit or Region Bylaws do not include a procedure, the process use shall conform with Article V of the International Bylaws.
- Sec.2 A. Complaints shall be filed in writing and shall state the date and location of the alleged violation or misconduct, the facts on which the complaint is based and, if applicable, the particular provision of the rule or regulation which was violated. The complaint must be filed with the Unit, Region, or International President no later than thirty (30) days after the alleged violation or misconduct occurred or was discovered. The complaint must be signed and dated by the complainant, and include his or her membership number.
- B. Upon receipt of the complaint, the Unit, Region or International President shall review the complaint and determine if it is filed at the appropriate level. The Unit, Region or International President shall inform the applicable Grievance Committee that a complaint has been filed. (In the case where no Grievance Committee exists, one shall be appointed by the President.)

- C. It will be the duty of the Grievance Committee Chairman to mail a copy of the complaint by certified mail, return receipt requested, restricted delivery to addressee only, to the accused member, and to notify him or her that any defense which the member may wish to present on his or her behalf, may be presented in the form of a written response, and further, that a hearing before the Committee may be requested by the accused member. Any such demand for a hearing shall be filed in writing with the Chairman of the Committee no later than thirty (30) days following the member's receipt of the complaint. The hearing request shall be sent by certified mail, return receipt requested, restricted delivery to addressee only.
- D. The Committee will upon receipt of the complaint, handle the matter confidentially.
- E. If the accused member demands a hearing, it shall be the duty of the Committee Chairman to set the date and place for such a hearing, and notify the accused member and the complainant by certified mail of such time and place. Such hearing may be held by conference call with agreement of all parties.
- F. At such a hearing, all relevant testimony, documents or other evidence shall be admitted and considered by the Committee. Upon conclusion of the hearing, the Committee shall make findings of fact, based upon the above. The Committee's findings, together with its recommendations, shall be reported in writing to the Unit, Region, or International President.
- G. Findings of fact by the Committee shall be based on the complaint, the accused member's response (if any is filed), the testimony presented at the hearing (if any), the written evidence or documents produced and any additional information discovered as the result of the investigation, which may be deemed appropriate by the Committee.
- H. The committee's determination may be, but is not limited to: (1) the grievance be dismissed, (2) the member(s) be given a letter of reprimand, (3) the member(s) be suspended from membership in WBCCI for a period of time, or (4) the member(s) be expelled from membership in WBCCI. Suspension from WBCCI by a Unit requires written approval of their Regions Executive Committee. Any expulsion from WBCCI, at any level, requires the approval, in writing, of the International Executive Committee.
- I. It shall be the responsibility of the appropriate Unit, Region, or International President to send, by certified mail, return receipt requested, delivery to addressee only, a copy of the Committee's determination to the accused member and the complainant.

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- Sec.3
- A. Any member who has been expelled or suspended from membership in the International Club, may at any time within thirty (30) days following such expulsion or suspension, file a written notice of appeal with the International President. Such notice shall state the errors relied upon as grounds for the reversal of the decision on such expulsion or suspension and may contain a demand for a hearing.
 - B. Upon receipt of a notice of appeal, it shall be the duty of the International President to appoint an appeals board composed of three members of the International Board of Trustees, one of whom he shall name as chairman.
 - C. The appeals board, so appointed, shall mail to the complainant a copy of the notice of appeal advising the complainant of the appeal. The appeals board shall obtain the complete record from the original hearing including notices of complaint, accused response, evidence, documents and any record made at the original hearing, including a recording, if available and the written ruling of the prior hearing.
 - D. The hearing on appeal shall be on the original record made, the complainant and the accused may present argument based on the original record only. No further evidence or witnesses shall be heard.
 - E. At any such hearing, equal time shall be accorded the accused and the complainant, and each shall be entitled to question the other.
 - F. Upon conclusion of the hearing, or if no hearing is requested upon receipt of all information provided to the appeals board, the appeals board shall render a judgment, in writing, based upon the written records and the arguments presented at any hearing. Such judgment may affirm, overrule, or modify any judgment previously taken on the complaint, and such judgment so rendered, shall be final and conclusive. If suspension or expulsion is recommended, the International President will then inform the Region and Unit Secretaries as well as the Corporate Manager, who will notify the secretaries of all Units of the name and address of the person expelled. The approval of the International Executive Committee shall not be required for suspension or expulsion as determined by the appeals board.
 - G. Any member expelled or suspended as provided in section 3 hereof who fails to file an appeal within 30 days of the mailing of notice, shall be deemed expelled or suspended as the case may be after the 30 days have expired. If suspension or expulsion is recommended, the International President will then inform the Region and Unit Secretaries as well as the Corporate Manager, who will notify the secretaries of all Units of the name and address of the person expelled.

- Sec.4 The suspension or expulsion of any member, as provided in this article, may be deemed to include, any spouse or significant other of that member.
- Sec.5 A. The information supplied to, or received by, any fact finding committee, complainant, or accused, during any investigation, at all levels, shall be strictly confidential. Violating this provision may result in disciplinary action.
- B. Upon conclusion of all the steps of the process, including appeal, the applicable President, (Unit, Region or International,) may report to the assembly, a final decision of the action. All details and evidence of the case shall remain confidential in perpetuity.
- Sec.6 Expelled members may, at any time, after two years following expulsion, file, in the office of the Executive Committee of WBCCI, a written petition for reinstatement. The Executive Committee, upon receipt of any such petition, and after conducting inquiries and investigation, as it deems necessary, shall grant or deny the same. The determination of the Executive Committee is at its sole and absolute discretion.
- Sec 7 Subject to the other provisions of this article, any discipline imposed pursuant to this article shall be recognized and enforced by the international, region, and unit organizations of WBCCI. No international, region or unit organization shall take any action that is inconsistent with any discipline imposed in accordance with this article.
- Sec 8 Any grievance committee or appeals board shall have the authority to negotiate resolution of any dispute brought pursuant to this article, with or without the approval of the complainant. If the grievance committee or appeals board reaches a negotiated resolution with an accused member, that resolution shall be in writing, shall be signed by the accused member (and any spouse or significant other) and the members of the applicable committee or board, and shall be distributed the same as any determination that would have been made by the applicable committee or board.

Rationale: This change will update the original Article and clarify the process that can be used at unit, region and International levels to handle complaints. While clarifying the process for unit and regional complaints, it emphasizes that complaints can and should be handled at the appropriate level. You will note throughout the document that a negotiated agreement is stressed as being the first and best choice for resolution of any complaint. This was always our position but it is more clearly stressed here than in the original Article.

The Article has been reviewed by our corporate attorney and other legal professionals and their suggestions have been added. These suggestions increased the verbiage, but were necessary to provide the best possible process and the most defensible in court.

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The committee apologizes for the length of the document but it is as concise as we could make it and still cover the process clearly. This change has resulted from many hours of research and the committee believes it is clear, fair and legally defensible.

Financial Impact Statement: None

Adopted Defeated Amended Referred Postponed* Tabled** Withdrawn

_Joe Perryman_____ Maker

*Cannot be postponed beyond session.

**Will lie on table only until end of present session. _____ Second

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