

**WALLY BYAM CARAVAN CLUB INTERNATIONAL  
MISSOURI-KANSAS AIRSTREAM CLUB  
UNIT 059  
BYLAWS**

**ARTICLE I  
ORDER OF BUSINESS**

**Section 1**

Parliamentary procedure for all meetings of the MISSOURI-KANSAS AIRSTREAM CLUB and the Executive Board shall be governed by, "Robert's Rules of Order Newly Revised", except when they are in conflict with the Constitution, Bylaws, or Policy of this Club.

**Section 2**

The order of business shall be:

- 1) Opening Ceremonies  
Invocation (Nonsectarian)  
Pledge of allegiance (The United States Pledge of Allegiance may be omitted at all WBCCI rallies, events, and functions held outside the United States).
- 2) Roll call
- 3) Reading of the minutes of the previous meeting
- 4) Treasurer's report
- 5) Reading of correspondence
- 6) Report of committee chairs
- 7) Unfinished business
- 8) New business
- 9) Announcements
- 10) Adjournment

**ARTICLE II  
COMMITTEES**

**Section 1**

Standing committees/Chairpersons shall comprise within the organizational structure:

1. **Administrative** - (*President*)
  - A. Parliamentarian/Constitution & By Laws
  - B. Nominations
  - C. Membership
  - D. Club Directory
2. **Activities** - (*First Vice President*)
  - A. Caravans
  - B. Parking
  - C. Rallies/Luncheons/Special Activities
  - D. Community Service
3. **Information** - (*Second Vice President*)
  - A. Calling Tree
  - B. Newsletter
  - C. Web Master/History

## Standing Committees - General Duties

1. **Administrative** - *is overseen by the President.*
  - A. Parliamentarian/Constitution and By Laws - The Parliamentarian shall be appointed by the President and attend Executive board and Club Business Meetings to assure compliance with proper procedures. The Parliamentarian will chair and assist in a continuing review of the Club Constitution and By Laws, help make recommendations for any amendments in the best interest of the Club, and serve as a principal advisor and consultant to the President on all matters of Parliamentary procedure. Encourages the officers to keep the Blue Books updated.
  - B. Nominations - Assures that the Executive Board appoint a three (3) person Nominating Committee, not less than 90 days prior to the Clubs Annual Installation Business Meeting.
  - C. Membership - Be the Unit/Club contact for prospective new members. Provide explanation of the purpose and objectives of our Club and the Wally Byam Caravan Club International.
  - D. Club Directory - Maintain and distribute updated contact information of Club Members, working closely with Club Treasurer.
2. **Activities** - *is overseen by the First Vice President.*
  - A. Caravans - Plan, organize, and obtain leaders for Club Caravans.
  - B. Parking - Assist Rally Hosts in parking of rigs and make preliminary plans before rallies for parking according to size of rig, hookups, and special needs.
  - C. Rallies/Luncheons/Special Activities - Obtaining hosts for rallies, luncheons, and special activities i.e. Holiday Party. Reserve site locations. Completed Activity Schedule for upcoming year should be available to members by December.
  - D. Community Services - Develop a service program to benefit the host community, Region, and International Rally.
3. **Information** - *is overseen by the Second Vice President.*
  - A. Calling Tree - To notify Club membership of any activities, changes, illnesses, etc.
  - B. Newsletter - Periodical Newsletter to be sent to Club Members, including Club Activity Schedule, concerns, contacts, etc.
  - C. Web Master/History - Develop and organize a continuing history of Club and to keep Club Web Page updated with Club activities, contacts, pictures, and updated Constitution & By Laws.

### Section 2

The President as required, may appoint special committees.

### Section 3

All members of standing committees shall be appointed by the President. No standing committee shall undertake any program without authorization by the Executive Board. All standing committees shall consist of a Chairman and as many members as the President shall deem necessary.

## ARTICLE III GUESTS

### Section 1

A guest (or guests) sponsored and invited by a member in good standing and using the member's trailer or motor home or staying in a non-RV facility such as a cabin, motel room, etc., may attend activities of the Club.

### Section 2

A member in good standing in this Club may sponsor and invite a non-member Airstream recreational vehicle owner, as a prospective member, to attend rallies and other activities of the Club.

### Section 3

Members in good standing in the International Club may attend activities of the Club provided that such members, and where required, shall have made prior reservation for each attendance.

#### **Section 4**

The Club, once each calendar year, may host a rally or caravan or combination thereof with a recreational vehicle club not chartered by the Wally Byam Caravan Club International, Inc., and it may conduct twice each calendar year (but not more than 50% of the rallies and caravans conducted by that Club in any calendar year) a buddy rally, a buddy caravan or combination thereof to which each member of the Club may invite not more than one non-member recreational vehicle family.

The non-member RV family to be invited is intended to be one which is a prospective member and one which does not own an Airstream. The family is invited to the buddy rally or caravan to introduce them to the WBCCI "Way of Life" and the Club members in the hope they might decide to purchase an Airstream and join the Club. A buddy rally is not intended to be used by current or past WBCCI members to attend a WBCCI rally in their non-Airstream vehicles.

### **ARTICLE IV NOMINATING COMMITTEE**

#### **Section 1**

The Executive Board shall, not less than ninety (90) days prior to the Clubs annual business meeting, appoint a three member Nominating Committee who shall, after having obtained acceptance for office of each nominee if elected, place in nomination one candidate for each office to be filled by election, and communicate to the Executive Board the names of all candidates considered. The President shall communicate these candidates to the membership not less than twenty (20) days prior to said business meeting. Additional candidates who have previously consented to accept office if elected, may be placed in nomination from the floor of said meeting. No seconds are required for any nomination.

### **ARTICLE V DUTIES OF OFFICERS**

#### **Section 1**

The President shall preside at all meetings of the MISSOURI-KANSAS AIRSTREAM CLUB and Executive Board, enforce the Constitution and Bylaws, appoint all standing committees, and have such powers and duties as normally pertain to the principle executive officer. Shall forward material and follow up with any changes to WBCCI Headquarters for publishing in Blue Beret and Directory with respect to the Club activity schedule and roster of officers. The President should encourage enthusiasm, friendly interactions, diplomacy, compromising disagreements, and provide communication among Officers and Club members. Shall directly oversee the Administrative Committees, as described in Article II, Section 1.

#### **Section 2**

The First Vice President shall attend all business meetings of the Club and the Executive Board, shall assist the President, and assume the duties of the President in his absence. The First Vice President shall obtain a "gift of recognition of service" for the outgoing President, and it shall be paid for out of the Treasury, consistent in cost from year to year. The "gift" should be presented to the outgoing President either at the Fall Rally business meeting or at the next meeting of the membership. Shall develop a program for their Presidential year and oversee the Activities Committees, as described in Article II, Section 1. The Executive Board may assign other duties for the First Vice President, as needed.

#### **Section 3**

The Second Vice President shall attend all business meetings of the Club and the Executive Board, shall assist the President and First Vice, and assume the duties of the President in his/her and the First Vice's absence. Shall oversee the Information Committees, as described in Article II, Section 1. The Executive Board may assign other duties for the Second Vice President, as needed.

#### **Section 4**

The Third Vice President shall attend all business meetings of the Club and the Executive Board, shall assist the President, the First and Second Vice, and assume the duties of the President in his/her and the First and Second Vice's absence. The primary role of the Third Vice President is that of "learning" to prepare them for future officer responsibility. The Executive Board may assign other duties for the Third Vice President, as needed.

#### **Section 5**

The Corresponding Secretary shall attend all business meetings of the Club and the Executive Board. Shall be responsible for all Club correspondence and issue notices of all meetings of the Club, and the Executive Board. They shall prepare an agenda of pending business for use by the Presiding Officer at each meeting. They shall keep a register of all members of the Club.

#### **Section 6**

The Treasurer shall attend all business meetings of the Club and the Executive Board and maintain the financial records of the Unit and receive and disburse all monies, as prescribed in international Bylaws, Article XVI Financial Management Sec. 12 - 13 and Policy, Financial Data Guidelines, and promptly deposit all receipts in the bank previously chosen by the Executive Board. Shall notify members of expiration of dues and issue receipts for dues paid through the Unit/Club, process and forward member dues to WBCCI headquarters, submit a full and written report of finances to the Club Members and Executive Board at each meeting, shall prepare and submit a budget to the Executive Board showing estimated income and expenses for the next year, and shall deliver all books, monies, and property of the Club to his/her successor at the end of his/her term. A committee appointed by the President shall audit the books at the end of each year.

#### **Section 7**

The Recording Secretary shall attend all business meetings for the Club and the Executive Board. Record and preserve the minutes of all official meetings of the Club and the Executive Board. Copies of these minutes shall be mailed or e-mailed to the members of the Executive Board not more than ten (10) days following each meeting. The Secretary shall record the attendance of officers at each Executive Board meeting and advise the presiding officer if a quorum is present.

### **ARTICLE VI DELEGATES**

#### **Section 1**

The Executive Board shall appoint one delegate and one alternate from among the Regular Members who will attend the annual Delegates meeting of the parent organization, the Wally Byam Caravan Club International, Inc. An Affiliate Member of this unit who is a regular member in the same region may be appointed if the unit has no Regular Members who are going to attend the Delegates Meeting. Any vacancy occurring following such selection shall be filled by appointment of the President. The delegates should be instructed with respect to the wishes of the Club on matters to come before the meeting. The President and the Secretary shall certify to these appointments.

### **ARTICLE VII DUES**

#### **Section 1**

The annual Club dues of Regular and Affiliate members shall be set by the Executive Board.

#### **Section 2**

A member who fails to pay properly assessed International and Club dues before November 15 may not be listed in the Annual Membership directory of the International Club for the following year. If the dues are not paid and received by the Unit or International on or before December 31, the membership will be terminated.

## **ARTICLE VIII CODE OF ETHICS**

### **Section 1**

All members shall abide by the following Code of Ethics:

- A. To be ever mindful of our responsibility to the Wally Byam Caravan Club International, and through conduct indicate to the public that membership in this organization is an assurance of courtesy on the road and good will to all people and countries.
- B. To be ever mindful of what we say or print with respect to the effect on others of our diverse membership so as to avoid disharmony and ill feelings among club members of diverse ethnicities, religious beliefs or orientation and to dedicate ourselves to the work of cementing together the members of WBCCI in bonds of good fellowship and mutual understanding.
- C. To conduct ourselves in a manner to inspire others engaged in recreational vehicle travel to a full appreciation of the intent and meaning of this code.
- D. To maintain our camps in an orderly manner and to leave them in the same way.

## **ARTICLE IX LIABILITY**

### **Section 1**

Neither the Club nor its Officers are responsible for the loss of or damage to property or for injury to or death of a person on the premises of any club rally or other club function. This freedom from responsibility applies regardless of whether that property has been received by any member or officer or left on the premises

## **ARTICLE X POLICY**

### **SECTION 1**

Policy consistent with the Constitution and Bylaws of the Unit and with the Constitution, Bylaws and Policy of the Wally Byam Caravan Club International, Inc., embodying additional provisions for the government of the Unit may be adopted by the Executive Board or the Unit members.

## **ARTICLE XI AMENDMENTS**

### **Section 1**

These Bylaws may be amended at any business meeting of the Executive Board by two-thirds vote, provided the proposed amendment had been submitted to all members of the Executive Board in writing ten (10) days prior to such meeting.

**Section 2**

Such amendments shall become effective upon adoption.

**ARTICLE XII**

**MERGER, CONSOLIDATION, OR DISSOLUTION OF THIS CLUB**

**Section 1**

In the event the members of this Club deem it desirable for this Club to merge with another Club, or for the Club to consolidate with one or more Clubs, or for the Club to dissolve, the members shall, through the President of this Club, follow the appropriate procedures as prescribed in Article VII, Section 1 through 6 of the Bylaws of the International Club. These procedures are in accordance with the meaning of Section 501 (c) 7 of the Internal Revenue Code.

These Bylaws as last amended, was adopted by the membership on 28 September, 2019 at Annual Installation Business Meeting held at Cottonwood RV Park, Columbia Missouri.