

# **Greater St. Louis Airstream Club**

## **Bylaws**

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### **ARTICLE I PARLIAMENTARY AUTHORITY**

- Sec. 1 Parliamentary procedures for all meetings of the Club and Executive Board shall be governed by the current edition of ROBERT'S RULES OF ORDER NEWLY REVISED except when they are in conflict with the Constitution, Bylaws, or Policy of this Club.
- Sec. 2 The order of business may be:
- Opening Ceremony
  - Invocation (Non-Sectarian) (Optional)
  - Pledge of Allegiance (The United States Pledge of Allegiance may be omitted at all WBCCI rallies, events, and functions held outside the United States).
  - A. Roll Call
  - B. Approval of Minutes
  - C. Reports of Officers and Committees
  - D. Special Orders
  - E. Unfinished Business
  - F. New Business
  - G. Announcements
  - H. Adjournment

### **ARTICLE II COMMITTEES**

- Sec. 1 Standing Committees shall be:
- A. Budget
  - B. Caravan
  - C. Constitution, Bylaws and Legislative
  - D. Ethics and Grievance
  - E. Family/Youth
  - F. Membership

The President shall appoint and be an ex-officio member of all committees except the Nominating Committee.

- Sec. 2 All Standing Committees may consist of a Chair and as many members as deemed necessary by the President. Chairs of Standing Committees shall report at each meeting of the Executive Board.

## **STANDING COMMITTEES**

### **General Duties**

#### Sec. 1 Standing Committees

1. Budget In cooperation with the incoming and outgoing Treasurer of the Club, prepare for the Executive Board a budget projecting the Club's income and expenditures for the next year. Make a recommendation for any change in the Club's standard rally fee and dues.
2. Constitution, Bylaws and Legislative To conduct a continuing review of the Club's compliance with the International Constitution and Bylaws. To conduct a continuing review and study of the Club and the International Constitution and Bylaws, to make recommendations for amendments or additions deemed desirable and in the best interest of the Club.
3. Ethics and Grievance Investigate and assess all grievances or complaints made by members and others according to Article V of the WBCCI Bylaws and make recommendations to the Club Executive Board.
4. Family/Youth Plan programs to encourage participation of family/youth at Club functions and to be the liaison person between the Club and International Family/Youth Standing Committee.
5. Membership Extend invitation by appropriate communications for Club membership to new owners of Airstreams as identified by the International, local dealer, or by other means. Be the Club contact for prospective new members, answering questions about the Club and generating interest in joining. Extend invitations to prospective members to attend a rally or meeting. Coordinate with the Treasurer to ensure having an accurate list of paid-up members, and to assist the Treasurer, as needed, in following up on all members who have not paid dues by October 15<sup>th</sup>.

Sec. 2 Special Committees may be appointed by the President as required.

## **ARTICLE III**

### **GUESTS**

- Sec. 1 A guest (or guests) sponsored and invited by a member in good standing, and using the member's trailer or motorhome or staying in a non-RV facility such as a cabin, motel room, etc., may attend activities of the Club. Members sponsoring such a guest shall pay one extra rally fee unless exempt under Article III, Section 2, or unless such fee is waived by the Club President or Membership chair.
- Sec. 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. The initial time such a prospective member attends a function, their club rally fee will be waived.
- Sec. 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 attendance.
- Sec. 4 The Club, once each calendar year, may host a rally or caravan or combination thereof with a recreation vehicle club not chartered by the Wally Byam Caravan Club International, Inc., 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 and/or caravan. Each member of the Club may invite no more than one non-member recreation 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**

- Sec. 1 The Nominating Committee shall consist of three members chaired by the President along with the First Vice President and the Immediate Past President. In the event either the First Vice President or the Immediate Past President is unable or declines to serve, the President may appoint an alternate member. After having obtained the prior acceptance for office of each nominee if elected, the committee shall place in nomination one candidate for each office to be filled by election.
- Sec. 2 The Nominating Committee shall submit to the Executive Board the names of all candidates nominated and the President shall distribute the nominations, by electronic means (or by written communication only in the case where a member does not have email or other means to receive electronic communication), to the membership not less than fifteen (15) days before the annual business meeting. Additional candidates who have previously consented to accept the office if elected, may self-nominate or be placed in nomination from the floor of said business meeting. No seconds are required for any nomination.

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

Sec. 1 President

- Preside at all meetings of the Club and Executive Board.
- Enforce the Constitution and Bylaws.
- Appoint all standing committees and the Parliamentarian.
- Have such powers and duties as normally pertain to the principal executive officer.
- Prepare an agenda of pending business for each meeting.
- Forward material and follow up with any changes to Headquarters for publishing in the Blue Beret and Directory with respect to the Club's activities schedule and roster of officers.
- Notify International Headquarters upon the death of a member or spouse
- Prepare and publish, or arrange for publication, of the Club's newsletter, including notices of all meetings of the Unit and the Executive Board as prescribed in Article VI, Sections 1 and 2 and Article VIII, Section 2 of the Constitution and ARTICLE XI, Sec.1 of the Bylaws.
- Submit an Inventory of Club Property for inclusion in the September Business meeting minutes.

Sec. 2 1'st Vice President

- Attend business meetings of the Club and the Executive Board.
- Assist the President as needed.
- Assume the duties of the President in the President's absence.
- Develop a program for their Presidential year, reserving sites and obtaining Hosts for all scheduled activities.
- Perform the duties as assigned by the Executive Board.

### Sec. 3 2'nd Vice President

- Attend business meetings of the Club and the Executive Board.
- Assist the President and the First Vice President as needed.
- Assume the duties of the First Vice President in the absence of said officer.
- Assume the duties of the President in the case of the absence of the President and the First Vice President.
- Perform the duties as assigned by the Executive Board.
- Co-host the Installation Rally with the 3'rd Vice President.

### Sec. 4 3'rd Vice President

- Attend business meetings of the Club and the Executive Board.
- Assist Club Officers, filling in and chairing meetings as needed.
- Co-host the Installation Rally with the 2nd Vice President.

### Sec. 5 Recording Secretary

- Attend business meetings of the Club and the Executive Board.
- Record the attendance of the officers at each meeting and advise the presiding officer if a quorum is present.
- Record and preserve the minutes of all official meetings of the Club and the Executive Board, and electronically submit (or mail) copies to the members of the Executive Board within 30 days of such meeting.

### Sec. 6 Treasurer

- Attend business meetings of the Club and the Executive Board.
- Maintain the financial records of the Club and receive all monies, as prescribed in International Bylaws, Article XVI, Financial Management, Sec. 12-13, and Policy 16.6.1, Financial Data Guidelines.
- Promptly deposit all monies in the bank chosen by the Executive Board.
- Notify members of expiration of dues, issue receipts for dues paid through the Club, and maintain an up-to-date roster of paid-up members. Changes to this roster shall be shared with the Membership chair and Officers.
- On or before, December 1, work with the Membership Chair to contact members who have not yet paid dues to renew their membership, to seek renewal by December 31.
- In conjunction with the President, send a memorial upon the death of a member or spouse.
- Submit a full written report of finances to the Executive Board at each meeting.
- Each year a committee selected by the incoming President will audit the books and accounts. Before retirement, all books, monies and property of the Club shall be delivered promptly to the incoming Treasurer.

### Sec. 7 Trustees

- Attend meetings of the Club and the Executive Board.
- Accept special assignments as directed by the President. Additional duties may be to chair or be members of committees.

**ARTICLE VI  
DELEGATES**

Sec. 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 Wally Byam Caravan Club International, Inc. An Affiliate Member of this Local Club who is a Regular Member in the same region may be appointed if the Club has no Regular Members attending the Delegates Meeting. Any vacancy occurring following such selection shall be filled by appointment by the President. The Delegate should be instructed with respect to the wishes of the Local Club on matters to come before the meeting. The President and Secretary shall certify these appointments.

**ARTICLE VII  
DUES**

Sec. 1 The annual Club dues of Regular and Affiliate members shall be set by the Executive Board.

Sec. 2 A member who fails to pay properly assessed International and Local Club dues before December 31 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 Club or International on or before December 31, the membership will be terminated.

**ARTICLE VIII  
CODE OF ETHICS**

Sec. 1 All members shall abide by the following Code of Ethics:

- A. To be ever mindful of our responsibility to Wally Byam Caravan Club International, Inc., and through conduct, indicate to the public that membership in this organization is an assurance of our courtesy on the road and good will to all peoples 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 leave them the same way.

**ARTICLE IX  
LIABILITY**

- Sec. 1 Neither the local 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 function. This freedom from responsibility for loss or damage to property applies regardless of whether that property has been received by any member or officer or left upon the premises.

**ARTICLE X  
POLICY**

- Sec. 1 Policy consistent with the Constitution and Bylaws of the Club and with the Constitution, Bylaws and Policy of the Wally Byam Caravan Club International, Inc., containing additional provisions for the government of the Club may be adopted by the Executive Board and/or the Club members.

**ARTICLE XI  
AMENDMENTS**

- Sec. 1 These Bylaws may be amended at any business meeting of the Executive Board by a two-thirds vote, provided the proposed amendment has been submitted to all members of the Executive Board in writing ten (10) days prior to such meeting.
- Sec. 2 Such amendments shall become effective upon adoption, unless otherwise specified in the amendment.

**ARTICLE XII  
MERGER, CONSOLIDATION OR DISSOLUTION OF THIS UNIT**

- Sec. 1 In the event the members of this local Club deem it desirable to merge with another local Club, or to consolidate with one or more local 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, Sec.1 through 6 of the Bylaws of the International Club. These procedures are in accordance with Section 501 (c) 7 of the Internal Revenue Service Code.

These Bylaws, as last amended, were adopted by the Greater St. Louis Airstream Club Executive Board on September 17, 2020 at the Route 66 KOA Campground Rally in Springfield, Missouri.