

GREATER HOUSTON AIRSTREAM CLUB #155

BYLAWS

ARTICLE I

ORDER OF BUSINESS

Sec. 1 Parliamentary procedures for all meetings of the Greater Houston Airstream Club (GHAC) and Executive Board shall be governed by the current edition of ROBERTS RULES OF ORDER NEWLY REVISED except when they are in conflict with the Constitution, Bylaws or Policies of GHAC.

Sec. 2 The order of business shall be:

1. Opening Ceremonies
 - a. Invocation (nonsectarian)
 - b. Pledge of Allegiance (the United States Pledge of Allegiance may be omitted at all Wally Byam Caravan Club International, Inc. (WBCCI) rallies, events, and functions held outside the United States)
2. Roll Call of Executive Board and determination of quorum
3. Approval of Minutes
4. Reports of Officers and Committees
5. Special Orders
6. Unfinished Business
7. New Business
8. Announcements
9. Adjournment

ARTICLE II

COMMITTEES

Sec. 1 Standing Committees may include:

1. Budget
2. Caravan
3. Constitution, Bylaws and Policies
4. Directory
5. Electronic Communications (Webmaster)
6. Membership
7. Newsletter
8. Nominating Committee

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

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

Sec. 3 Special Committees may be appointed by the President as required.

STANDING COMMITTEES

General Duties

Budget: In cooperation with the incoming and outgoing Treasurer of the GHAC, prepare for the Executive Board a budget projecting the Club's income and expenditures for the calendar (or fiscal) year next ensuing.

Caravan: Plan, organize, and obtain leaders for GHAC Caravans that are operated or conducted for GHAC within the scope of the WBCCI Caravan Handbook. To develop a GHAC Caravan program and to coordinate GHAC Caravan matters with appropriate and WBCCI and Region Caravan Committee personnel.

Constitution, Bylaws and Policies: Conduct a continuing review and study of GHAC and WBCCI Constitution and Bylaws to make recommendations for any amendments or additions deemed desirable and in the best interest of GHAC.

Directory: To edit, maintain and publish the GHAC membership directory.

Electronic Communication (Webmaster): To maintain, coordinate and communicate with WBCCI all forms of electronic communication including GHAC's website and items posted on WBCCI's website and printed material regarding GHAC activities.

Membership: Be GHAC's contact for prospective new members and affiliate members to explain the purpose and objective of the Wally Byam Caravan Club International. Extend invitations to prospective members to attend a rally or meeting when making application for membership.

Newsletter: To edit, coordinate and publish GHAC's newsletter.

Nominating Committee: See Article IV below.

ARTICLE III

GUESTS AND MEMBERS PRIVILEGES

- Sec. 1** A guest (or guests) sponsored and invited by a member in good standing, and using the members trailer or motorhome or staying in a non-RV facility such as a cabin, motel room, etc., may attend activities of the GHAC. Members sponsoring such a guest shall pay the extra rally fee exclusive of the parking fee.
- Sec. 2** A member in good standing in this GHAC may sponsor and invite a non-member Airstream recreational vehicle owner, as a prospective member, to attend rallies and other activities of the GHAC.
- Sec. 3** GHAC, 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 GHAC in any calendar year) a Buddy Rally or a Buddy Caravan or combination thereof to which each member of GHAC may invite not more than one nonmember recreational vehicle family.

The non-member RV family to be invited is intended to be one which is a prospective member and one that 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 GHAC members in hopes they might decide to purchase an Airstream and join GHAC. A Buddy Rally is not intended to be used by past or current WBCCI members to attend a WBCCI rally in their non-Airstream product.

- Sec. 4** Members in good standing of other Local Clubs/Units affiliated with WBCCI may attend activities of GHAC provided that such member, and where required, shall have made prior reservations for each attendance.
- Sec. 5** Except as authorized in Section 3 of this article, only Members of WBCCI traveling in a recreational vehicle manufactured by Airstream, Inc., and their guests, and visitors, especially authorized by the executive committee of WBCCI, may be admitted to an intra-club, a Local Club/Unit, a region, or a national caravan or to an Intra-Club, a Local Club/Unit, a region, a special event, a national, or an International rally. However, members of the WBCCI may attend an intra-club, a Local Club/Unit, a region or an International rally without their recreational vehicle manufactured by Airstream, Inc. when it is inconvenient or impossible for them to travel in said recreational vehicle, provided such members do not attend in any other make of recreational vehicle. The requirements of this section shall not be applicable to members of the WBCCI traveling outside the North American continent in caravans organized under the sponsorship of the International Relations Standing Committee of WBCCI.

ARTICLE IV NOMINATING COMMITTEE

- Sec. 1** Each calendar year the GHAC Nominating Committee shall consist of the Immediate Past President and two other Past Presidents in order of succession. The Immediate Past President shall serve as Chairman of the Nominating Committee.
- Sec. 2** If the Immediate Past President or any other Past President(s) identified in Sec. 1 are unable or unwilling to serve in their assigned post(s) on the Nominating Committee, other Past President(s) in order of succession shall be requested by the Board to serve, with the most recent as chairman. If no Past President(s) are able or willing to serve, then the current Executive Board shall appoint a three (3) member Nominating Committee identifying one as a chairman.
- Sec. 3** The Nominating Committee shall, after having obtained the prior consent of proposed nominees, place in nomination one candidate for each office and trustee to be filled by election at the annual business meeting of GHAC. A written report to the Executive Board which shall include the names of all nominees, and the President shall distribute the report to the members not less than fifteen days prior to said 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 that meeting. No seconds are required for any nomination.
- Sec. 4** The duties of the annual Nominating Committee shall be deemed complete and the Nominating Committee shall be dissolved coincidentally with the annual election of GHAC Officers.

ARTICLE V DUTIES OF OFFICERS

- Sec. 1** The President shall preside at all meetings of GHAC and Executive Board, enforce the Constitution and Bylaws, appoint all standing committees and have such power and duties as normally pertain to the principal executive office.
- Sec. 2** The 1st Vice President shall attend all business meetings of GHAC and the Executive Board and shall assist the President and assume the duties of the President in his/her absence and will perform duties as assigned by the Executive Board. During his/her

term as 1st Vice President and prior to becoming President, the 1st Vice, the 1st Vice President shall plan the rally locations for his/her Presidential year and present the GHAC annual operating budget for his/her Presidential year to the Executive Board for approval.

- Sec. 3** The 2nd Vice President shall attend all business meetings of GHAC and the Executive Board and shall assist the President and 1st Vice President and assume the duties of the President and 1st Vice President in his/her absence and will perform the duties assigned by the Executive Board.
- Sec. 4** The 3rd Vice President shall attend all business meetings of GHAC and the Executive Board and shall assist the President and 1st and 2nd Vice Presidents and assume the duties of the President and 1st and 2nd Vice Presidents in their absence and will perform the duties assigned by the Executive Board.
- Sec. 5** The Corresponding Secretary shall issue notices of all meetings of GHAC and the Executive Board as prescribed by Article VI, Section 1 and 2 and Article VIII, Section 2 of the Constitution. He/ she shall prepare an agenda of pending business for use by the presiding officer at each meeting. He/she shall keep a register of all members of GHAC.
- Sec. 6** The Recording Secretary shall record and preserve minutes of the official meetings of GHAC and the Executive Board; copies of same shall be handed out to the members of the Executive Board at the next Executive Board meeting. He/she shall record the attendance of the officers and trustees at each meeting and advise the presiding officer if a quorum is present.
- Sec. 7** The Treasurer shall maintain the financial records of GHAC and receive all monies, as prescribed in International Policy 16.6.1, Financial Management, Items K – M and Policy 16.6.2, Financial Data Guidelines, and promptly deposit them in the bank chosen by the Executive Board. For Affiliate Members, issue receipts for dues paid through GHAC (if requested by the Affiliate Member) and notify the President, Membership Chair and Directory Editor of paid-up Affiliate Members. 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 book and accounts. Before retirement, all books, monies and property of GHAC's shall be delivered promptly to the incoming Treasurer.
- Sec. 8** The Assistant Treasurer shall assist the Treasurer in order to understand the duties and responsibilities of the job and be able to carry out any and all such duties and responsibilities in the absence of the Treasurer.
- Sec. 9** The duties of the Trustees shall be to attend all meetings of GHAC and the Executive Board and to accept special assignments as directed by the President.

ARTICLE VI MEETING TYPE

Sec. 1 Any Business Meeting of GHAC or the Executive Board may be held as an electronic meeting with a minimum of ten (10) days notification to the members and Board. Such notification will include all necessary information for participation by the members and Board.

Sec. 2 Any electronic meeting will meet the quorums established in GHAC's Constitution.

ARTICLE VII DELEGATES

Sec. 1 The Executive Board shall appoint one Delegate and one Alternate from among the Regular Members of GHAC, who will attend the annual Constitutional Delegates' Meeting of the parent organization, Wally Byam Caravan Club International, Inc. An Affiliate Member of GHAC who is a Regular Member in the same region may be appointed if GHAC has no regular members who are going to attend the Constitutional Delegates' Meeting. The President and Secretary shall certify to these appointments. The Delegate and Alternate should be instructed on how to vote regarding issues to come before the delegates.

Sec. 2 The Delegate and Alternate shall be instructed to cast GHAC's entitled votes on all proposed amendments to the Constitution of the WBCCI as determined by mail or electronic ballot before the annual meeting in May of each year. Ballots will be included in the March newsletter sixty days (60) prior to the annual meeting. Ballots may be returned to GHAC Recording Secretary and received before the date of GHAC's annual business meeting or special meeting called for that purpose. The ballots shall be counted when received and the Delegate and Alternate shall be bound by the results indicated by the received ballots.

ARTICLE VIII DUES

Sec. 1 The annual 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 GHAC dues before December 31 may not be listed in the Annual Membership Directory of WBCCI Club for the following year. If the dues are not paid and receipted by GHAC or WBCCI on or before the member's renewal date, the membership will be terminated.

ARTICLE IX CODE OF ETHICS

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

1. To be ever mindful of our responsibility to WBCCI and through conduct, indicate to the public that members in this organization is an assurance of our courtesy on the road and goodwill to all peoples and countries.
2. To be ever mindful of what we say or print with respect to the effect on others of our diverse members so as to avoid disharmony and ill feelings among club members of differing 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.
3. 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.
4. To maintain our camps in an orderly manner and leave them in the same way.

ARTICLE X LIABILITY

Neither GHAC 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 GHAC 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 XI AMENDMENTS

Sec. 1 These Bylaws may be amended at any business meeting of the Executive Board by 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 be effective upon adoption.

ARTICLE XII MERGER, CONSOLIDATION OR DISSOLUTION OF THIS GHAC

In the event the members of GHAC deem it desirable for GHAC to merge with another Local Club/Unit, or for GHAC to consolidate with one or more Local Clubs/Units, or for GHAC to dissolve, the members shall, through the President of GHAC, follow the

appropriate procedures as prescribed in Article VII, Section 1 through 6 of the Bylaws of WBCCI. These procedures are in accordance with Section 501 (c) 7 of the Internal Revenue Service Code.

These GHAC Bylaws were revised and became effective November 6, 2021 by a two-thirds vote of GHAC Executive Board members present at Lake Livingston/Onalaska, TX.