

MINNESOTA AIRSTREAM CLUB CONSTITUTION

ARTICLE I NAME OF ORGANIZATION

SEC 1. This organization is a chartered Club of the Wally Byam Caravan Club International, Inc., and shall be known as the Minnesota Airstream Club, a Club of the Wally Byam Caravan Club International, Inc. That here-in-after, WBCCI is referred to as the "International Club."

ARTICLE II MISSION STATEMENT & OBJECTIVES

SEC 1. The Mission of the Minnesota Airstream Club is to promote and provide a sociable experience for people through enjoyable fraternization of like-minded RV owners. This mission is most readily obtained by adopting the objectives as listed in the International Constitution and Bylaws, Article II, Objectives.

ARTICLE III MEMBERSHIP QUALIFICATIONS

SEC 1. An adult who owns a hard-sided recreational vehicle manufactured by Airstream, Inc. shall be eligible for membership.

SEC 2. There are two classes of membership in this Club: Regular and Affiliate Members.

SEC 3. An applicant for membership in this Club must submit an application in writing and, upon the payment of International and Club dues, shall be a Regular Member of this Club.

SEC 4. Regular Members who have sold their recreational vehicle manufactured by Airstream, Inc., may, upon request, retain their membership as Regular Members of this Club pursuant to the provisions of Sec. 2 ARTICLE VI of the International Constitution. Such Regular Members shall possess all the rights and privileges of the International Club, including full voting rights in all elections and on all questions.

SEC 5. Any member of Wally Byam Airstream Club may become an Affiliate member in this Club by an application to the Membership Chair and upon acceptance shall possess all the rights and privileges of the Club except:

- The right to hold office in the Club.
- The right to vote in the selection or election of officers of the Club, Region or International Club or any amendment to the Club or the International Constitution.
- The right to vote on the dissolution of the Club, consolidation of the Club with another Club, or the merger of the Club with another Club.

SEC 6. Applicants for Affiliate membership in this Club must submit dues and show evidence of membership in the International Club.

SEC 7. Failure to pay either Club or International dues will automatically terminate membership in the Club and International Club.

SEC 8. An owner of an Airstream and his/her spouse/partner who join the Club as Regular Members will have one vote per person in the election of officers at the Local and International levels as well as amendments to their respective Constitutions.

ARTICLE IV OFFICERS AND THEIR ELECTION

SEC 1. The officers of the Club shall be Regular members of the Club and shall consist of:

- President
- First Vice President
- Second Vice President
- Third Vice President
- Corresponding Secretary
- Recording Secretary
- Treasurer
- 2-4 Trustees

SEC 2. The officers shall be elected at the annual business meeting and shall be installed and shall assume office in September at the close of the Installation Rally. An officer, except for Trustees, shall serve in office for a term of one year or until a successor is elected but in no case shall an officer be eligible to serve more than two consecutive terms in the same office except the Recording Secretary, Corresponding Secretary, or Treasurer provided said officers are duly nominated and elected for each term of office.

SEC 3. The Trustees shall be elected at the annual business meeting, each for a term of two years beginning in September at the close of the Installation Rally but arranged so that only one-half such Trustees terms expire in any one year. No Trustee shall serve more than three two-year terms consecutively.

SEC 4. An officer who advances to an office pursuant to the provisions of Sec. 5 of this ARTICLE shall not be deemed to have served a full term in such office unless said service is for a period of greater than one-half (1/2) the term of such office.

SEC 5. In the event of the death or resignation of the President or the death, advancement or resignation of a Vice President, or an officer's inability to fulfill the duties of the office, the next ranking Vice President, in the order first, second, third, shall advance there-to. All other vacancies on the Executive Board, except that of the immediate Past President, shall be filled by a majority vote of the Executive Board.

ARTICLE V EXECUTIVE BOARD

SEC 1. The Executive Board shall consist of all the Club Officers plus the immediate Club Past President.

SEC 2. The Executive Board shall be the administrative body of the Club and shall define the policies of and have full administrative authority in all matters pertaining to the Club and shall exercise general control and supervision of all officers and committees.

SEC 3. The President or any two members of the Board may call a business meeting of the Executive Board at any time deemed necessary.

SEC 4. A quorum of the Executive Board shall consist of a majority of its members.

ARTICLE VI BUSINESS MEETINGS

SEC 1. The annual business meeting of this organization shall be held during the month of September in each calendar year. Such a meeting shall be announced by written notice and delivered to the members not less than fifteen days prior to the meeting. The notice shall indicate the date, time and location of the meeting.

SEC 2. A quorum for conducting business at the annual meeting, or at any additional business meeting shall be not less than 10% of members.

SEC 3. Additional business meetings of the members may be held at a suitable time and place during the second day of each rally of the members. If the rally or meeting is less than two days duration, written notice to the members indicating the time, location and purpose of such meeting shall be delivered to the members not less than ten days prior to the meeting.

SEC 4. The Executive Board, by majority vote, may call additional business meetings of the members.

SEC 5. All Regular Members, including spouse or partner, voting at the annual or additional business meetings of this organization, shall each have one vote.

SEC 6. Ballots submitted by email, regular mail or electronically may be accepted from Regular Members unable to attend regular or special business meetings. The President and Recording Secretary shall ensure no member casts more than one ballot. Votes allowed in this manner should be received by the Club no later than two (2) days before the regular or special meeting at which a vote is to be taken. These votes must be kept confidential until voting at a (scheduled) meeting has taken place.

ARTICLE VII BYLAWS

SEC 1. Bylaws consistent with this Constitution and with the Constitution, Bylaws and Policy of the International Club, embodying additional provisions for the government of the Club may be adopted by the Executive Board.

ARTICLE VIII AMENDMENTS

SEC 1. Proposed amendments to this Constitution shall be submitted to the Executive Board in writing for their review. The Executive Board shall submit all such amendments to the members for their consideration.

SEC 2. Any Article or Section of this Constitution may be amended by a two-thirds vote of the members present and voting at a business meeting of the Club or special meeting called for that purpose, providing in either case, a notice containing the proposed amendment or amendments will be emailed to all members that have email, or first class mail to those without email at least fifteen days prior to the meeting.

SEC 3. All amendments to this Constitution shall become effective upon adoption. The effective date of adoption of such amendments must be signed by the President and recorded by the Secretary.

This Constitution as last amended was adopted by the membership on September 26, 2023 by electronic vote.

Vernon Robert Petersen – MN Airstream Club President
Carry Ensign – MN Airstream Club Recording Secretary

MINNESOTA AIRSTREAM CLUB BYLAWS

ARTICLE I PARLIAMENTARY AUTHORITY

SEC 1. Parliamentary procedures for all meetings of the Club and Executive Board shall be governed by the current addition of ROBERT'S RULES OF ORDER NEWLY REVISED except when they are in conflict with the Constitution and Bylaws of this Club.

SEC 2. The order of business shall be:

- A. Opening Ceremonies
 - a. Invocation (Nonsectarian)
 - b. Pledge of Allegiance (The United States Pledge of Allegiance may be omitted at all WBCCI rallies, events and functions held outside of the United States.)
- B. Roll Call of Executive Board and determination of quorum.
- C. Reading and Approval of Minutes of previous meeting
- D. Treasurer's Report
- E. Corresponding Secretary's Report
- F. President's Report
- G. Reports of Other Officers and Committee Chairmen
- H. Unfinished Business
- I. New Business
- J. Announcements
- K. Adjournment

ARTICLE II DUTIES OF OFFICERS

SEC 1. The President shall:

- Preside at all meetings of the Club and the Executive Board.
- Enforce the Constitution and Bylaws.
- Appoint Parliamentarian and all standing committees.
- Have such powers and duties as normally pertain to the principal executive officer.

SEC 2. The First Vice President shall:

- Attend all business meetings of the Club and the Executive Board.
- Assist the President.
- Assume the duties of the President in the President's absence.

SEC 3. The Second Vice President shall:

- Attend all business meetings of the Club and the Executive Board.
- Assist the President and the First Vice President.
- 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.

SEC 4. The Third Vice President shall:

- Attend all business meetings of the Club and the Executive Board.
- Assist the President, First, and Second Vice Presidents.
- Assume the duties of the Second Vice President in the absence of said officer. Assume the duties of the President if the 2nd & 1st Vice Presidents are absent.

SEC 5. The Corresponding Secretary shall:

- Issue notices of all meetings of the Club and the Executive Board as prescribed in Article VI, Sections 1 and 2 and Article VIII, Section 2 of the Constitution.
- Keep a register of all members of the Club.
- Send cards of congratulations, condolences, etc., as necessary to Club members and their families.
- Coordinate with the Treasurer to maintain an accurate roster of paid-up members of the Club.

SEC 6. The Recording Secretary shall:

- Record and preserve the minutes of all official meetings of the Club and the Executive Board.
- Mail or e-mail copies of the same minutes to the members of the Executive Board not more than fifteen days following each meeting.
- Record the attendance of 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 the Club and shall 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 previously chosen by the Executive Board.
- Notify members of expiration of dues and direct the members to the Headquarters website to renew their International and Club dues. They should also maintain an up-to-date roster of paid-up members. Changes to this roster shall be shared with the Corresponding Secretary, the Newsletter Editor, and the Membership Chair. In addition, the Membership Chair shall be notified of all members who have not paid their dues by their anniversary date in order that the membership chair might assist the Treasurer in contacting those members to collect their dues.
- 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 8. The duties of the Trustees shall be:

- To attend all meetings of the Club and the Executive Board.
- To accept special assignments as directed by the President.

ARTICLE III COMMITTEES

SEC 1. Standing Committees shall be:

- A. Directory
- B. Membership
- C. Publicity/Newsletter Editor
- D. Mentoring - To pair new members with a seasoned member to help them get acquainted with Club activities and members.

SEC 2. The President shall appoint and be an ex-officio member of all Standing Committees. All Standing Committees shall consist of a Chairperson and as many members as deemed necessary. Chairpersons of Standing Committees shall report at each meeting of the Executive Board.

SEC 3. Standing Committees – General Duties:

A. Directory – To publish yearly a roster in the form and content as directed by the Executive Board. To forward a copy of the Directory to Club members, Region Officers, and International Headquarters.

B. Membership – To be the Club contact for prospective new members and to explain the purpose and objectives of the Minnesota Airstream Club. To extend invitations to prospective members to attend a rally or meeting when making application for membership.

C. Publicity/Newsletter Editor - To collect newsworthy items of interest to Club members. To publish, at least four (4) times a year, a newsletter containing past and future events of the Club, Region and International Club.

D. Mentoring - To pair new members with a seasoned member to help them get acquainted with Club activities and other members.

SEC 4. Other Possible Task Groups: The Task Group Chairmen may be appointed by the President as required. Other Task Group members shall be selected by the Task Group Chairmen.

- A. Budget
- B. Caravan
- C. Constitution and Bylaws
- D. Webmaster
- E. Ethics and Grievances
- F. Family/Youth
- G. Historical
- H. Hospitality
- I. Legislative
- J. Public Relations

SEC 5. Task Groups – General Duties:

Task Groups if deemed necessary shall cover the following general duties. These duties may be modified as required.

A. 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 calendar (or fiscal) year next ensuing.

B. Caravan – To plan, organize, and obtain leaders for Club caravans that are operated or conducted for the Club within the scope of the International Club Caravan Hand book. To develop an aggressive Club Caravan program and to coordinate Club caravan matters with appropriate Region and International Caravan Committee personnel.

C. Constitution and Bylaws – To conduct a continuing review and study of the Club and International Constitution and Bylaws. To make recommendations for any amendments or additions deemed desirable and in the best interest of the Club.

D. Webmaster – To oversee and maintain the Minnesota Airstream Club Web Site. To assume other duties in this area as directed by the President and/or the Executive Board. Create and maintain online registration forms using the Club's JotForm account.

E. Ethics and Grievances - To investigate and assess all grievances or complaints made by members and others and to make recommendations thereon to the Club Executive Board.

F. Family/Youth – To plan programs to encourage participation of family/youth at Club functions. To be the liaison between the Club and International Family/Youth Standing Committee.

G. Historical – To record events including written and pictorial material associated with Club activities. To maintain a historical record of such events.

H. Hospitality - To receive and welcome guests and new members at club functions. To recommend ways to meet and greet all club members and guests at rallies and/or seasonal functions.

I. Legislative - To study, advise and recommend legislation in the interest of the Club and its members. To recommend opposition to all legislation that is discriminatory and injurious to the interest of the Club and its members.

J. Public Relations - To maintain communication with the International and Region Public Relations Committees for maintaining a continuing program of public relations between the International Club and communities being exposed to rallies and caravans.

SEC 6. Special Committees may be appointed by the President as required.

ARTICLE IV 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 exclusive of the parking fee.

SEC 2. A member in good standing in this Club may sponsor and invite a nonmember Airstream recreational vehicle owner, as a prospective member, to attend rallies and other activities of the Club.

SEC 3. Members in good standing in the International Club may attend activities of the Club provided that such members have made prior reservation for each attendance.

SEC 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 International Club. The Club may conduct, twice each calendar year, (but not more than 50% of the rallies and caravans conducted by the Club in any calendar year) a buddy rally or buddy caravan or combination thereof to which each member of the Club may invite not more than one nonmember recreational vehicle family.

The nonmember RV family to be invited is intended to be one which is a prospective member and one who does not own an Airstream. The family is invited to the buddy rally 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 V NOMINATING COMMITTEE

SEC 1. The Executive Board shall, not less than ninety (90) days prior to the Club's annual business meeting, appoint a three-member Nominating Committee. This committee shall solicit members of the Club to volunteer to stand for any open leadership positions. The Committee should also encourage self-nomination for any position. After having obtained prior acceptance from each potential candidate, all names for any office shall be placed in nomination. A written report will be submitted to the Executive Board. The President shall distribute the report to the membership not less than twenty (20) days before an election. The election may be by electronic ballot, mail ballot or at the business meeting.

ARTICLE VI MEETING TYPE

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

SEC 2. Any electronic meeting will meet the quorums established in the Club's Constitution.

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 Club dues before their anniversary date may not be listed in the Annual Membership Directory of the International Club for the following year. If the dues are not paid and receipted by the Treasurer on or before their anniversary date, the membership will be held in abeyance until their anniversary date of the following year at which time the member will be terminated for non-payment.

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 the Minnesota Airstream Club and to all the International Club family and through conduct, indicate to the public that membership in this Club 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 campsites in an orderly manner and leave them the same way.

ARTICLE IX LIABILITY

SEC 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 function. This freedom from responsibility for loss or damage to property applies regardless of whether that property has been received by a 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., embodying additional provisions for the government of the Club may be adopted by the Executive Board or the Club members.

ARTICLE XI AMENDMENTS

SEC 1. These Bylaws may be amended at any business meeting of the Executive Board by two-thirds vote. Such amendments shall be transmitted to all Board members within ten (10) days of such meeting.

SEC 2. Such amendments shall become effective upon adoption. The effective date of adoption of such amendments must be signed by the President and recorded by the Secretary.

ARTICLE XII MERGER, CONSOLIDATION OR DISSOLUTION OF THIS CLUB

SEC 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 Section 501 (c) 7 of the Internal Revenue Service Code.

These Bylaws, as last amended, were adopted by the membership on September 26, 2023 by electronic vote.

Vernon Robert Petersen – MN Airstream Club President
Carry Ensign – MN Airstream Club Recording Secretary