

**SOUTH CAROLINA COASTAL AIRSTREAM CLUB #150 WBCCI, INC.
CONSTITUTION, BYLAWS AND POLICY**

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 SOUTH CAROLINA COASTAL AIRSTREAM CLUB of the Wally Byam Caravan Club International, Inc.

**ARTICLE II
OBJECTIVES**

Sec. 1 The objectives of this non-profit organization shall be:

- To furnish encouragement and assistance in the development of the Club and thus afford fraternization for recreational vehicle owners.
- To encourage safe driving and assist in improving the general welfare of the recreational vehicle public through assistance and active participation of all its members in building a strong organization for the betterment of good will toward recreational vehicle travel.
- To coordinate with and participate in the interests and activities of the International and the Region.
- To cooperate with other organizations and Clubs within our sphere which are seeking to elevate the standards and ethics of the various groups.
- To disseminate information of an advisory and educational nature which will be of value to its members and the public.
- To study, advise and recommend legislation which is in the interest of the recreational vehicle public and oppose all legislation which is discriminatory and injurious to the recreational vehicle public.
- To encourage government and private agencies to provide more and better recreational vehicle parks and facilities.

**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 Members 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.

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- Sec. 5 Any member of Wally Byam Caravan Club International, Inc. may become Affiliate members 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 through the Affiliated Club, in the selection or election of officers in the Club or Region, or on any amendment to the Club Constitution.
 - The right to vote on the dissolution of the Club, consolidation of the Club with one or more Clubs, 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.
- 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
 - Corresponding Secretary
 - Recording Secretary
 - Treasurer
 - Directors (two)
 - Immediate Past President
- Only Club members who pay their International Dues through this Club shall be eligible to hold elected office. The Executive Board shall consist of all of the Club Officers plus the Immediate Past President and two (2) Directors.
- Sec. 2 The Officers shall be elected in September, installed at the rally in November, and assume office in January. An officer, except for Directors, 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 Corresponding Secretary, Recording Secretary, or Treasurer provided said officers are duly nominated and elected for each term of office. (see Policy #8)
- Sec. 3 The Directors shall be elected at the annual business meeting, each for a term of two years, but arranged so that only one-half such Directors terms expire in any one year. No Director shall serve more than one two-year term 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.

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

If the President resigns before their term has ended, they will not be eligible to serve on the Executive Board the following year as "Immediate Past President."

**ARTICLE V
EXECUTIVE BOARD**

Sec. 1 The Executive Board shall consist of all of the Club officers plus the Immediate Past President of the Club.

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. A notice of 15 days must be sent to all members prior to the meeting date.

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

**ARTICLE VI
CLUB BUSINESS MEETINGS**

Sec. 1 The annual business meeting of the Club shall be held during the month of September (usually one of the Fall months). Additional business meetings may be held during any rally of the Club, and also may be called at any time by a majority vote of the Executive Board. The date, time, location and purpose of all Club business meetings shall be announced to all Regular members in writing at least fifteen (15) days prior to the meeting. A quorum for conducting business at any business meeting shall be not less than ten (10%) percent of the membership.

Sec. 2 All Regular Members, including spouse or partner, voting at the annual or additional business meetings of this organization, shall each have one vote.

Sec. 3 Ballots submitted by email, regular mail, facsimile, or other means of electronic voting may also 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 meeting has taken place. Such ballots also counts as a part of the quorum for such a business meeting.

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**ARTICLE VII
BYLAWS**

- Sec. 1 Bylaws consistent with this Constitution 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.

**ARTICLE VIII
AMENDMENTS**

- Sec. 1 Proposed amendments to this Constitution shall be submitted to the Executive Board in writing. 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 a special meeting called for that purpose. However, in either case, a notice containing the proposed amendment or amendments has been delivered by first-class mail or electronically to each member of the Club at least fifteen (15) days prior to such a meeting. Provision for balloting may follow Article VI, Section 3 of this Constitution.
- Sec. 3 All amendments to this Constitution shall become effective upon adoption.

This Constitution, as last amended, was adopted by the membership via electronic voting, June 21, 2023.

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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 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:
- A. Opening Ceremonies
 - Invocation (Non-Sectarian)
 - Pledge of Allegiance (The United States Pledge of Allegiance may be omitted at all WBCCI rallies, events, and functions held outside the United States).
 - B. Roll Call
 - C. Approval of Minutes
 - D. Reports of Officers and Committees
 - E. Special Orders
 - F. Unfinished Business
 - G. New Business
 - H. Announcements
 - I. Adjournment

**ARTICLE II
COMMITTEES**

- Sec. 1 Standing Committees shall be:
- A. Budget
 - B. Caravan
 - C. Constitution and Bylaws
 - D. Membership
 - E. Publicity
 - F. Webmaster
- 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 Chairperson and as many members as deemed necessary by the President. Chairpersons of Standing Committees shall report at each meeting of the Executive Board.

**STANDING COMMITTEES
General Duties**

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.

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2. Caravan: Plan, organize, and obtain leaders for Club caravans that are operated or conducted for the Club within the scope of the WBCCI Caravan Handbook. Develop an aggressive Club Caravan program and to coordinate Club caravan matters with appropriate Region and International Caravan Committee personnel.
3. Constitution and Bylaws: Conduct a continuing review and study of the Club and the International Constitution and Bylaws and Policies and to make recommendations for any amendments or additions deemed desirable and in the best interest of the Club.
4. Membership: Local Club contact for prospective new members and explain the purpose and objectives of the Wally Byam Caravan Club International. Extend invitations to prospective members to attend a rally or meeting when making application for membership. 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 15th or their anniversary date.
5. Publicity: Collect newsworthy items of interest to club members and to publish monthly a newsletter containing past and future events of the Club, Region and International. To publish yearly a roster in the form and content as directed by the Executive Board. Forward material to Headquarters for publishing in the Blue Beret and Directory with respect to the Club's activities schedule.
6. Webmaster: Update the SCCAC website each month with the current Newsletter and other updates as needed to keep the website current. Record on the WBCCI website club rally schedule and events for the year to be published in the Blue Beret each month. This information shall be posted at the beginning of each year as the rally and hosts are identified. Prepare a JOT form (or equivalent) to be used when voting is required by the Club.

Sec. 3 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. A guest shall pay the rally fee exclusive of the parking fee.
- 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.
- 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 each attendance.
- Sec. 4 A 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 or a Buddy Caravan or combination thereof to which each member of the Club may invite not more than one non-member recreation vehicle family.

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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 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) day before an election. The election may be by electronic ballot, mail ballot, or at the business meeting. (see Policy #8)

**ARTICLE V
DUTIES OF OFFICERS**

- Sec. 1 The President shall:
- Preside at all meetings of the Club and Executive Board.
 - Enforce the Constitution and Bylaws and Policies.
 - Appoint all standing committees and the Parliamentarian.
 - Have such powers and duties as normally pertain to the principal executive officer. This includes reporting new officers to Headquarters in December via the “Officer’s Toolbox.”
 - Prepare an agenda of pending business for use at each meeting.
 - Serves as Moderator of any meeting and shall remain neutral in all discussions.
 - Does not vote except in the case of a tie.
- Sec. 2 The 1st Vice President shall:
- Attend all business meetings of the Club and the Executive Board.
 - Assist the President and assume duties of the President in the President’s absence.
 - Provide rally schedule and be responsible for arrangements at said rally sites for the calendar year. Distribute the following year’s rally schedule not later than September (or earlier) to the Membership. Post a “sign-up” sheet at the December Rally for hosting a rally for the following year.
- Sec. 3 The 2nd 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.
 - Perform the duties as assigned by the Executive Board.

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- Sec. 4 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 and ARTICLE XI, Sec.1 of the Bylaws.
 - Coordinate with the Treasurer to maintain an accurate roster of paid-up members of the Club.
 - Maintain a mailing list of ALL members which will include Affiliate members.
 - Maintain a mailing list of REGULAR members which will exclude Affiliate members.
 - Produce and update the local Membership Directory.
 - Send out ALL official communication for the Club.
- Sec. 5 The Recording Secretary shall:
- Record and preserve the minutes of all official meetings of the Club and the Executive Board, and email or make available copies to the members of the Executive Board not more than fifteen days following each meeting.
 - Record the attendance of the officers at each meeting and advise the presiding officer if a quorum is present.
 - Compile current information and send out Club Newsletter each month to ALL members.
- Sec. 6 The Treasurer shall:
- Maintain the financial records of the Club 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.
 - 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 Chairperson. In addition, the Membership Chairperson shall be notified of all members who have not paid their dues by their anniversary date in order that the membership chairman 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.
 - Collect rally fees at each Club rally and record by name those in attendance. Enters each registered unit in a rally prize drawing at each rally. Fees collected are deposited into the Club's bank account.
- Sec. 7 The duties of the Directors shall be:
- To attend all meetings of the Club and the Executive Board.
 - To accept special assignments as directed by the President. Additional duties may be to chair or be members of committees.
- Sec. 8 The duties of the Immediate Past President shall be:
- Attend all meetings of the Club and the Executive Board.
 - Serve as Advisor to the Executive Board and an institutional memory.
 - Voting member of the Executive Board.

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**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 fifteen (15) days notification to the membership and Board. Such notification will include all necessary information, including the Agenda for the meeting, 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 (currently \$10.00) 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, for members joining prior to August 1, 2021, or their anniversary date for those joining after August 1, 2021, their membership will be terminated. Members are notified by WBCCI when their annual dues are due.

**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.

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**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.

**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 fifteen (15) days prior to such meeting. The Membership will be notified of the changes.
- Sec. 2 Such amendments shall become effective upon adoption.

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

- Sec. 1 In the event the members of this Local Club deem it desirable for this Club 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, 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 Executive Board on June 3, 2023, at Hamilton Branch State Park, Plum Branch, South Carolina