

**BYLAWS**  
FLORIDA AIRSTREAM CLUB

**ARTICLE I**  
**PARLIAMENTARY AUTHORITY**

**Section 1.** Parliamentary Procedures: 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 Policies of this Club.

**Section 2.** Order of Business: The order of business may be:

- A. Call to Order
  - Invocation (Non-Sectarian)
  - Pledge of Allegiance
- 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**

**Section 1.** Standing, Select Committees, and Special Committees: Committees shall be:

Standing Committees

- A. Badge
- B. Charitable Project
- C. Communications
- D. Membership
- E. Rally/Caravan
- F. Sunshine

Select (Temporary) Committees

- A. Audit
- B. Nominating

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

**Section 2.** Standing and Select Committee Requirements: All Standing and Select Committees shall consist of a chairperson and as many members as deemed necessary by the President. Chairs of Standing and Select Committees shall report at each meeting of the Executive Board as required by the President.

The general duties of the Standing and Select Committees are defined in the Club Policy, Club Position Descriptions and approved by the Club Executive Board.

**Section 3.** Special Committees: Special Committees may be appointed by the President as required.

### **ARTICLE III GUESTS**

**Section 1.** Invited Guests: 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.

**Section 2.** Sponsor Non-Member with Airstream: 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.** International Club Members: 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.

**Section 4.** Buddy Rally/Caravan: 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. (WBCCI), 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 or a buddy caravan. Each member of the Club may invite not more than one non-member recreation vehicle family.

**Section 5.** Prospective Members: The guest/family is invited to the buddy rally and/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/caravan 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.** Nominating Committee: The First Vice President shall chair the Nominating Committee. The committee shall minimally be comprised of the First Vice President, Second Vice President, Past President and a member at large selected by the committee chair. The committee shall be formed not less than ninety (90) days prior to the Club's annual business meeting. The 1st Vice President shall notify the Executive Board of the committee membership upon the formation of the committee. The Nominating Committee shall solicit the membership for possible candidates, after having obtained the prior acceptance for office of each candidate if elected, select and place in nomination at least one candidate for each office to be filled by the election. All committee deliberations are considered as private and held only within the committee. A written report shall be submitted to the Executive Board which shall include the names of all candidates and the selected nominees. The President shall assure the distribution of the nominees to the membership not less than 15 days prior to the annual membership business meeting.

**ARTICLE V**  
**EXECUTIVE BOARD MEMBER DUTIES**

The duties and responsibilities of the Club Executive Board members are defined in more detail in the Florida Airstream Club Policy, Club Position Descriptions and approved by the Club Executive Board.

**Section 1.** President: The President is the Chief Executive Officer of the Club, presides over the Executive Board and Executive Board meetings. The President serves a one-year term elected by the Club membership at the annual meeting. The President shall have such powers and duties as normally pertain to the Club's chief executive officer.

**Section 2.** First Vice President: The First Vice President is an officer of the Club, member of the Executive Board and serves a one-year term elected by the Club membership at the annual meeting. The First Vice President is responsible for assisting the President as required and performing the duties of the President in their absence.

**Section 3.** Second Vice President: The Second Vice President is an officer of the Club, member of the Executive Board and serves a one-year term elected by the Club membership at the annual meeting. The Second Vice President is responsible for assisting the President and First Vice President as required and performing the duties of the First Vice President in their absence.

**Section 5.** Secretary: The Secretary is an officer of the Club, member of the Executive Board and serves a one-year term elected by the Club membership at the annual meeting and may hold office for consecutive years. The Secretary is responsible for the support and recording of Executive Board meetings and administrative records.

**Section 6. Treasurer:** The Treasurer is the chief financial officer of the Club, member of the Executive Board and serves a one-year term elected by the Club membership at the annual meeting and may hold office for consecutive years.

**Section 7. Trustees:** The Trustees are members of the Executive Board, serve a two-year term elected by the Club membership at the annual meeting. The Trustees may simultaneously hold other positions in the Club. Trustees are primarily responsible for overseeing and recommending improvements to the general function of the Club and may serve in additional duties as assigned by the President.

**Section 8. Past President:** The Past President is a member of the Executive Board, serves a one-year term and functions in an advisory role for the Club President and Executive Board to assure the continuity of Club functions.

**Section 9. Resignation** – Any board member may resign at any time by giving written notice to the President or Secretary. A resignation shall take effect at the time specified therein, and unless otherwise specified therein, shall become effective upon receipt. The acceptance of any resignation shall not be necessary to make it effective unless so specified in the resignation.

**Section 10. Removal** – Any board member may be removed from office for cause, by a two-thirds (2/3) vote of the Executive Board, utilizing the Ethics and Grievance process as referenced in the WBCCI Bylaws if appropriate.

## **ARTICLE VI ELECTRONIC BUSINESS MEETINGS**

**Section 1. Business Meetings:** Any membership business meeting of the Club or of the Executive Board may be held remotely via electronic methods provided all meeting member are able to effectively participate in the meeting. Advance notice of membership business meetings is defined in Article VI of the Club Constitution. Advance notice for Executive Board meetings should be adequate for all Executive Board members to have the opportunity to participate in the meeting. Such notification will include all necessary information for participation by the membership and/or Executive Board.

**Section 2. Electronic Business Meeting Quorums:** Any meeting held by electronic methods shall meet the quorums established in the Club's Constitution.

**ARTICLE VII  
DUES**

**Section 1.** Dues Amount: The annual Club dues of Regular and Affiliate members shall be set by the Executive Board.

**Section 2.** Dues Payment: WBCCI Lifetime Members of the Florida Airstream Club are not required to pay Club membership dues. Regular and affiliate Club members membership dues must be paid prior to their membership expiration date to maintain membership in the Club. Additionally, regular member membership dues must be paid by year end in order for the member to be listed in the following years WBCCI Annual Membership Directory.

**ARTICLE VIII  
FINANCIAL**

**Section 1.** Fiscal Year: The Club financial fiscal year shall be based on the calendar year.

**Section 2.** Checking Account: The club shall maintain a Club checking account at a Federal Deposit Insurance Corporation (FDIC) and/or at a National Credit Union Association (NCUA) insured financial institution in the state of Florida as approved by the Executive Board. The President, First Vice President, Treasurer, may have signature authority and on-line access to the Club checking account. Upon advanced notification of the Executive Board and with the agreement of the Treasurer, the President may appoint/approve one additional individual to have signature authority and on-line access to the Club checking account provided they are an existing member of the Executive Board. Any such appointments shall be documented in the minutes of the next Club business meeting.

**Section 3.** Club Funds Management: The Club shall maintain three designated Fund Balances as determined by the Executive Board.

- A. General Fund: Funds to maintain the operations of the Club.
- B. Reserve Fund: Unrestricted funds set aside from normal operating funds
- C. Restricted Fund: Funds derived from Club's charitable programs and funds specially designated by the Executive Board.

**Section 4.** Budget: A Club budget shall be prepared each year by the incoming President in concert with the Treasurer with input from the in-coming Executive Board and Committee Chairpersons. The new President shall submit the proposed budget for approval to the new Executive Board during the month of January. The Treasurer shall provide a written report to the Executive Board on the budget status, revenue and funds on-hand at the end of each quarter during the year.

**Section 5.** Financial Audits: The Club Audit Committee shall at minimum audit the financial records of the Club at least once per year after the end of the third quarter and just prior to the annual membership meeting. An advance copy of the written audit report shall be provided at the earliest opportunity to the President and Treasurer for review. The audit report shall be presented at the annual membership meeting and entered into the Clubs records by the Secretary. The Club President or a majority of the Executive Board may direct the Audit Committee to conduct additional audits during the year in such instances as the replacement of the Treasurer or for questions concerning the management of the Club operating or charitable funds.

## **ARTICLE IX LIABILITY**

**Section 1.** Liability: Neither the Club nor its Executive Board members 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 Executive Board member or left upon the premises.

**Section 2.** Insurance: The Clubs parent organization WBCCI provides liability insurance for approved Club rallies, caravans, and functions. A Certificate of Liability Insurance is available defining coverage and liability limits upon request for Clubevents from WBCCI headquarters.

## **ARTICLE X POLICY**

**Section 1.** Policies: Policies consistent with the Constitution and Bylaws of the Club and with the Constitution, Bylaws and Policies of the Wally Byam Caravan Club International, Inc., that contain additional provisions for the government of the Club may be adopted by the Executive Board.

## **ARTICLE XI AMENDMENTS**

**Section 1.** Amendments: 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.

**Section 2.** Effective Date: Such amendments shall become effective upon adoption.

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

**Section 1.** Merger/Consolidation/Dissolution: In the event the members of this Club deem it desirable for this Club to merge with another local Club, 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 by a vote on October 13, 2023 at Traveler's Rest and Golf Resort, Date City, FL