

UTAH'S WASATCH AIRSTREAM CLUB
CONSTITUTION

AND

UTAH'S WASATCH AIRSTREAM CLUB BYLAWS

Updated November 2, 2024

UTAH'S WASATCH AIRSTREAM CLUB CONSTITUTION

ARTICLE I NAME OF ORGANIZATION

- Sec. 1 This organization is a chartered Unit of the Wally Byam Caravan Club International, Inc. and shall be known as the Utah's Wasatch 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 promote the Airstream lifestyle of Fun, Friendship and Adventure.
 - To coordinate with and participate in the interests and activities of the International and all regions of WBCCI
 - The Club Vision, Mission and Objective shall be the same as, and a subset of the International Vision, Mission and Objectives. (Reference Article III of the WBCCI Constitution).

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 electronically via the WBCCI website and, upon the payment of International and Club dues, shall be a Regular Member.
- 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 Article VI, Sec. 2, 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 electronic 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, Region or International or on any amendment to the Club or the International Constitution.

UTAH'S WASATCH AIRSTREAM CLUB CONSTITUTION

- The right to vote on the dissolution of the Club, consolidation of the Club with one or more Local Clubs, or the merger of the Club with another.
- 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, one year term
 - 1st Vice President, one year term (then rotates in as President)
 - 2nd Vice President, one year term (then rotates in as 1st Vice President)
 - Club Secretary, two year term
 - Treasurer, two year term
- Four Directors which may also include:
- Membership Chairperson
 - Social Media Chairperson
 - Event Chairperson
 - Webmaster
- Sec. 2 The Officers shall be elected at the annual meeting or via e-mail, and shall be installed and assume office on December 31. An officer, except for Directors, shall serve in office for the terms listed in Sec. 1 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 Secretary or Treasurer provided they are duly nominated and elected for each term of office.
- Sec. 3 The Directors shall be elected at the annual business meeting or via email, each for a term of two years, but ideally arranged so that only one-half (1/2) such Directors terms expire in any one year. Directors may serve more than one term provided they are duly nominated and elected for each term of office. Newly elected directors assume office on December 31.
- 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 office, the next ranking Vice President (in the order first, second) shall advance. All other vacancies on the

UTAH'S WASATCH AIRSTREAM CLUB CONSTITUTION

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 and directors 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 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 consists of a majority of its members.

ARTICLE VI CLUB BUSINESS MEETINGS

- Sec. 1 The annual business meeting of the Club shall be held each calendar year typically in November. 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 the members in writing at least fifteen days prior to the meeting. A quorum for conducting business at any business meeting shall be not less than ten 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 e-mail, regular mail, electronic platform or facsimile may also be accepted from Regular Members. The President and 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 meetings 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 count as a part of the quorum for such a business meeting

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.

UTAH'S WASATCH AIRSTREAM CLUB CONSTITUTION

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 voting at a business meeting of the Club or a special meeting called for that purpose. In either case, a notice containing the proposed amendment or amendments must be delivered by first-class mail or transmitted electronically to each member of the Club at least fifteen days prior to the meeting. Provision for balloting may follow Article VI, Sec. 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 on November 2, 2024 in La Verkin, Utah.

UTAH'S WASATCH 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 edition of ROBERT'S RULES OF ORDER NEWLY REVISED except when they conflict with the Constitution, Bylaws, or Policy of this Club.
- Sec. 2 The order of business may be:
- 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 may be appointed when necessary to assist Club officers and directors in conducting club business:
- A. Event
 - B. Membership
 - C. Social Media
 - D. Newsletter

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 Chairperson and as many members as deemed necessary by the President and the committee Chairperson. The Chairperson of Standing Committees shall normally report at each meeting of the Executive Board.

STANDING COMMITTEES General Duties

- Event
 - To oversee event procedures and event planning by seeking input of members, establishing event dates and locations and soliciting event hosts.
- Membership
 - Be the Local Club's 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 in creating an accurate list of paid-up

UTAH'S WASATCH AIRSTREAM CLUB BYLAWS

members. Assist the Treasurer as needed in following up on all members who have not paid their International or Club fees for the membership year.

- Social Media
 - Responsible for maintaining Facebook, Instagram and other social media outlets.
- Newsletter
 - Collect newsworthy items of interest to Local Club members and to publish quarterly a newsletter containing past and future events of the Club, Region and International.

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 tent located on the members campsite (where permitted by the campground), may attend activities of the Club upon payment of the event fee.

In no event may the total number of individuals in a single party, and attending any given rally, exceed the number established by the rally leader or site limits established by the campground facility.

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, but will not invite the same non-member RV owner(s) to more than one such rally or activity per year.

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. Affiliate membership with the Club is not required to attend an event.

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 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 WBCCI. 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.

Sec. 5 A recreational vehicle not manufactured by Airstream, Inc. shall not be admitted to a Club event or rally except when designated as a buddy rally or caravan pursuant to Sec. 4 above.

UTAH'S WASATCH AIRSTREAM CLUB BYLAWS

ARTICLE IV NOMINATING COMMITTEE

- Sec. 1 The Executive Board shall, not less than ninety (90) days prior to the Club's annual business meeting, shall entertain and solicit proposed nominations from the membership for the officer positions of the Club. Those individuals nominated shall be contacted by the Executive Board not less than thirty (30) days prior to the business meeting as to ascertain if they will accept such nomination. Those individuals who agree to be nominated will be presented to the membership via e-mail and a vote will be taken at an officially noticed business meeting of the Club. No seconds are required for any nomination.

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.
 - Appoint all standing committees.
 - Have such powers and duties as normally pertain to the principal Executive Officer.
- Sec. 2 The 1st Vice President shall:
- Attend all business meetings of the Club and the Executive Board.
 - Shall assist the President.
 - Assume the duties of the President in the President's absence.
 - Oversee event procedures and event planning by seeking input from the event committee and members, establishing event dates and locations and soliciting event hosts.
- 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.
 - Assist First Vice President with event procedures and event planning by seeking input from the event committee and members, establishing event dates and locations and soliciting event hosts.
 - Perform the duties as assigned by the Executive Board.
- Sec. 4 The Club Secretary shall:
- Issue notices of all meetings of the Club and the Executive Board as prescribed in Article VI, Sec. 1 and 2 and Article VIII, Sec. 2, of the Constitution and Article XI, Sec.1, of the Bylaws.
 - Assist the Presiding Officer in preparing an agenda of pending business for use by the Presiding Officer at each meeting.
 - Record and preserve the minutes of all official meetings of the Club and the Executive Board and e-mail copies to the member of the Executive Board not more than fifteen (15) days following each meeting.

UTAH'S WASATCH AIRSTREAM CLUB BYLAWS

- Record the attendance of the officers at each meeting and advise the Presiding Officer if a quorum is present.
- Serve as Parliamentarian regarding any needed interpretations of defined Club procedures.

Sec. 5 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 Club 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 may audit the books and accounts; such audits should normally be conducted at not more than two to three year intervals. Before retirement, all books, monies and property of the Club shall be delivered promptly to the incoming Treasurer.

Sec. 7 The duties of the Directors shall be:

- To attend all meetings of the Club and the Executive Board.
- To perform duties in assigned area of responsibility and accept special assignments as directed by the President. Additional duties may be to chair or be members of committees.

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 quorum requirements established in Article VI Sec. 1 of the Club's Constitution.

ARTICLE VII DELEGATES

Sec. 1 The Executive Board shall appoint one Delegate and one alternate from among the Regular Members who will attend any Constitutional 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 Constitutional 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

UTAH'S WASATCH AIRSTREAM CLUB BYLAWS

wishes of the Local Club on matters to come before the meeting. The Delegate should also be instructed to vote their conscience should there be any amendment to a Constitutional Amendment be presented at the meeting. The President and Secretary shall certify these appointments.

ARTICLE VIII DUES

- Sec. 1 The annual Club dues of Regular and Affiliate members shall be set by the Executive Board.
- Sec. 2 Dues should be paid and receipted by the Club or International on or before December 31st, for members joining prior to August 1, 2021, or their anniversary date, for those joining after August 1, 2021. Any member in arrears more than thirty (30) days of their membership renewal date will be dropped from WBCCI and any Local Club they have joined.

ARTICLE IX 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 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 in the same or better condition as when we arrived.

ARTICLE X LIABILITY

- Sec. 1 Neither the Local Club nor its officers or directors 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.
- Sec. 2 The Local Club's parent organization, WBCCI, provides liability insurance for sanctioned Club rallies, caravans, and functions. A Certificate of Liability Insurance is available, defining

UTAH'S WASATCH AIRSTREAM CLUB BYLAWS

coverage and liability limits upon request from WBCCI headquarters. Publishing events is necessary to ensure they are considered sanctioned activities of the Club. WBCCI liability insurance applies only to sanctioned activities.

ARTICLE XI 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 XII AMENDMENTS

- Sec. 1 These Bylaws may be amended at any business meeting of the Executive Board by a two-thirds (2/3) 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.

ARTICLE XIII MERGER, CONSOLIDATION OR DISSOLUTION OF THIS CLUB

- 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 unanimously adopted by the Board on August 2, 2024, in Utah.