

## Executive Meeting of the Texas Alamo Unit #168

San Antonio. Texas - September 23,2023

### Call To Order:

The executive meeting of the Texas Alamo Unit #168 board was called to order at 9:37 a.m. by President Ben Young. The purpose of the meeting was to discuss the upcoming 2023-2024 rally schedule and the constitution, bylaws and officer/trustee and committee chair responsibilities.

### Attendees:

Benjamin Young, Richard Espinosa, AnnMarie Esparza, Jimmy Cook, Johnda Pugh, Diane Espinosa, Roseann Wood, Levoy Dell and George Taylor.

### 2023 - 2024 Rally Schedule:

Richard Espinosa reviewed the 2023-2024 rally schedule for the upcoming year. The October rally at Mystic Quarry and the May rally at Rockport have been designated as buddy rallies. A question was raised as to whether or not there are specific cut-off dates for making reservations for any of the scheduled rallies. Rich indicated that there are none based on his knowledge to date.

The club's annual business meeting will take place at the April rally in Gonzales. AnnMarie noted that 90 days prior to our April business meeting we need to convene a nominating committee consisting of three individuals. This will take place at the January rally.

It was also noted that the date for the Region 9 rally has been changed to May 1-5. The rally is being held in Bandera.

### Constitution, bylaws and position responsibilities:

Roseann read the rules for making changes to the model language of the above rules as laid out by the international Airstream organization. She also noted that any changes the club wishes to make must be submitted to WBCCI for approval.

### Policy for unit officers/President:

AnnMarie suggested adding the following responsibilities to those already required of the club president.

- 1.) Contact the park/resort two weeks prior to the upcoming rally in order to determine a head count so that the information can be passed along to the hosts in order to facilitate meal planning.

- 2.) Contact the park/resort 1 week prior to the upcoming rally in order to determine a more final head count to pass along to the hosts in order to facilitate meal planning/preparation.
- 3.) The president should send a welcome email to new members when notified by International that a new member has joined our unit. AnnMarie has sample language for the email which she had used previously.
- 4.) The president should follow-up on the initial welcome email with a package of information from the club once AnnMarie has completed the updates to the package of information.

#### Policy for Unit Officers/Vice Presidents:

##### 1st Vice President:

The Airstream International policy states that he/she will plan and conduct all unit caravans. AnnMarie suggested that since our club doesn't do that, we amend the language to say that the 1st Vice President will "chair" the caravan committee.

##### 2nd Vice President

The Airstream International policy states that he/she will assist the Hospitality/Membership Committee. It was suggested that we amend the language to say that the 2nd Vice President "chair" the committee. It was also suggested that item #6 be removed in reference to parking since our club has no need for that function. Finally, it was suggested that a duty be added to the list which would make the 2nd Vice President responsible for obtaining hosts for the upcoming rallies if none have volunteered either directly or via the website, two weeks prior to the next scheduled rally.

##### 3rd Vice President:

Remove item #2 related to parking since our club has no need for that function.

##### Corresponding Secretary:

Remove item #5 related to correspondence regarding birthdays, anniversaries and publications and move to Publicity.

##### Treasurer:

Remove item #5 concerning custody of flags, badges and berets.

##### Directors:

Change the title to Trustees. Add item #3 indicating that trustees will serve on the audit committee and will conduct an audit of the account annually or more frequently if required such as was done following completion of a caravan.

Bylaw Updates:

It was suggested that the 2nd Vice President as chair of the Hospitality committee assign a “buddy” for new members to ensure that their questions are answered and that they’re made to feel comfortable as new members of the club.

Membership will take over the new member orientation function. In addition, Membership will send out emails that say “we’d love to meet you” at a rally for our new members or “we haven’t seen you in a while” to those that haven’t been around for a time.

It was suggested that we change our Facebook page so that it remains “open” but remove our newsletters from the page. It was also suggested that the Facebook page be updated so that a question is required in order for someone to post a comment.

AnnMarie will update the policies and circulate them to the board members so that they can be voted upon either in person or electronically.

Adjournment:

AnnMarie motioned that the meeting be adjourned. The motion was seconded by Johnda Pugh and passed. The meeting was adjourned at 11:07 a.m.