

# EMERALD COAST AIRSTREAM CLUB CONSTITUTION

## ARTICLE I NAME OF ORGANIZATION

Sec. 1 **Organization Name:** This organization is a chartered Unit of the Wally Byam Caravan Club International, Inc. It shall be known as the **EMERALD COAST AIRSTREAM CLUB** of the Wally Byam Caravan Club International, Inc.

## ARTICLE II OBJECTIVES

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

- To furnish encouragement and assistance in developing the **EMERALD COAST AIRSTREAM 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 goodwill 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 units within Club to elevate the various groups' standards and ethics.
- To disseminate advisory and educational information that will be valuable to its members and the public.
- To study, advise, and recommend legislation that is in the interest of the recreational vehicle public and oppose all discriminatory and damaging legislation 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 **Requirement:** An adult who owns a hard-sided recreational vehicle manufactured by Airstream, Inc. shall be eligible for membership.

Sec. 2 **Classes of Membership:** There are two classes of membership in the Club: Regular and Affiliate Members.

Sec. 3 **Regular Membership Application:** An applicant for membership in the Club must apply in writing and shall be a Regular Member upon paying International and Club dues.

Sec. 4 **Sale of Airstream Vehicle:** Regular Members who have sold their recreational vehicle manufactured by Airstream, Inc., may, upon request, retain their membership as Regular Members of the Club according 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 **Affiliate Member:** 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, 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 Local Clubs, or the merger of the Club with another.
- Sec. 6 **Affiliate Membership Application:** Applicants for Affiliate membership in this Club must submit dues and show evidence of membership in the International Club.
- Sec. 7 **Failure to Pay Dues:** Failure to pay either Club or International dues will automatically terminate Club membership.
- Sec. 8 **Voting Rights:** An owner of an Airstream and their spouse/partner who joins the Club as Regular Members will have one vote per person in the election of officers at the Local and International levels and amendments to their respective Constitutions.

#### **ARTICLE IV OFFICERS AND THEIR ELECTION**

- Sec. 1 **Officers and Executive Board Members:** The officers of the Club shall be Regular members of the Club and shall consist of:
- President
  - First Vice President
  - Second Vice President
  - Recording Secretary
  - Treasurer
  - Four Trustees
- Sec. 2 **Officer Election and Term of Office:** The Officers shall be elected at the annual business meeting. They shall be installed and assume office in October. 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, or Treasurer provided they are duly nominated and elected for each term of office.
- Sec. 3 **Trustee Election and Term of Office:** The Trustees shall be elected at the annual business meeting, each for two years, but arranged so that only one-half of such Trustees' terms expire in any year. No Trustee shall serve more than one two-year term consecutively.
- Sec. 4 **Full Term of Office:** An officer who advances to an office according 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 **Vacancies:** 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 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 **Composition:** The Executive Board shall consist of all Club officers plus the immediate Past President of the Club.
- Sec. 2 **Governance:** The Executive Board shall be the administrative body of the Club. It shall define the policies 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 **Call of Meeting:** 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 **Quorum:** A quorum of the Executive Board consists of a majority of its members.

## **ARTICLE VI CLUB BUSINESS MEETINGS**

- Sec. 1 **Meetings:** The annual business meeting of the Club shall be held during the month of October. Additional business meetings may be held during any Club rally. They may also 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 before the meeting. A quorum for conducting business at any business meeting shall be not less than 10% of the membership.
- Sec. 2 **Voting Qualification:** All Regular Members, including spouse or partner, voting at this organization's annual or additional business meetings, at the time of the voting period, shall each have one vote.
- Sec. 3 **Meeting Ballots:** Ballots submitted by electronic ballot email, regular mail, may also be accepted from Regular Members. 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 count as a part of the quorum for such a business meeting.

## **ARTICLE VII BYLAWS**

- Sec. 1 **Bylaws:** 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:** 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 consideration.
- Sec. 2     **Constitution Amendments:** 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 has been sent by first-class mail or electronically to each Club member at least fifteen days before the meeting. Provision for balloting may follow Article VI, Sec. 3, of this Constitution.
- Sec. 3     **Amendment Effective Date:** All amendments to this Constitution shall become effective upon adoption.

This Constitution, as last amended, was adopted by the membership on:

\_\_\_\_\_ March 1, 2025 \_\_\_\_\_ at \_\_\_\_\_ Destin Brewery, Destin Florida \_\_\_\_\_  
(Date) (City, State)

# EMERALD COAST AIRSTREAM CLUB BYLAWS

## ARTICLE I PARLIAMENTARY AUTHORITY

- Sec. 1 **Meeting Governance:** 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 **Agenda:** The order of business shall be:
- A. Opening Ceremonies
  - B. Invocation (Non-Sectarian)
  - C. Pledge of Allegiance (The United States Pledge of Allegiance may be omitted at all WBCCI rallies, events, and functions held outside the United States).
  - D. Roll Call
  - E. Approval of Minutes
  - F. Reports of Officers and Committees
  - G. Special Orders
  - H. Unfinished Business
  - I. New Business
  - J. Announcements
  - K. Adjournment

## ARTICLE II COMMITTEES

- Sec. 1 **Standing:** Standing Committees shall be:
- A. Budget
  - B. Caravan
  - C. National Event Rallies
  - D. Constitution and Bylaws
  - E. Ethics and Grievance
  - F. Family/Youth
  - G. Historical
  - H. Hospitality
  - I. Legislative
  - J. Membership
  - K. Publicity
  - L. Public Relations/Social Media
  - M. Webmaster

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

Sec. 2      **Composition and Expectation:** All Standing Committees shall consist of a Chair and as many members as deemed necessary by the President. Chairs of Standing Committees shall report at each meeting of the Executive Board.

Sec. 3      **Duties:** Standing Committee's General Duties

1.    **Budget** In cooperation with the incoming and outgoing Club Treasurer, prepare a budget for the Executive Board projecting the Club's income and expenditures for the following year.
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 caravan program and coordinate Club caravan matters with appropriate Region and International Caravan Committees.
3.    **National Event Rally** Plan, organize, and obtain leaders for a WBCCI National Event Rally that are operated or conducted for the Club within the scope of the WBCCI National Event Rally Handbook. Develop an aggressive program and coordinate club matters with appropriate Regional and International National Event Rally Committees.
4.    **Constitution and Bylaws** Conduct a continuing review and study of the Club and the International Constitution and Bylaws and recommend any amendments or additions deemed desirable and in the best interest of the Club.
5.    **Ethics and Grievance** Investigate and assess all grievances or complaints made by members and others according to Article V of the WBCCI Bylaws and make recommendations to the Club Executive Board.
6.    **Family/Youth** Plan programs to encourage the participation of family/youth at Club functions and to be the liaison person between the Club and International Family/Youth Standing Committee.
7.    **Historical** Record events, including written and pictorial material associated with Club's activities and to maintain historical records.
8.    **Hospitality** Receive and welcome guests and new members at Club functions. Recommend ways to meet and greet all Club members and guests at rallies and/or seasonal functions.
9.    **Legislative** Study, advise, and recommend legislation in the interest of the Club and its members to urge opposition to all discriminatory legislation detrimental to the interest of the Club and its members.
10. **Membership** Be the 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 an application for membership.

11. **Publicity** Collect newsworthy items of interest to the Club members and publish a monthly 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, Blue Beret Blog, and Directory concerning the Club's activities schedule.
12. **Public Relations/Social Media** Maintain communications with the International and Region Public Relations Committees for maintaining a continuing program of public relations between WBCCI and communities being exposed to rallies and caravans. Also, make use of Social Media as a means of communicating with the Club membership.
13. **Webmaster** Responsible for the public image of the Club related to Internet-based mediums like a website or social media. Creates, updates, and maintains the Club website where appropriate and manages the social media accounts for the Club. The Webmaster works with the Public Relations/Social Media Chair to maintain the website and Social Media sites.

Sec. 4 **Other Committees:** Special Committees may be appointed by the President as required.

### ARTICLE III GUESTS

- Sec. 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.
- Sec. 2 **Non-Member Airstream Owner Guest:** 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 **International Club Members:** Members of the International Club in good standing can attend Club activities provided they have made and paid for the necessary reservations.
- Sec. 4 **Buddy Rallies or Caravans:** The Club, once each calendar year, may host a rally, 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 led by that Club in any calendar year) a buddy rally and/or caravan. Each Club member may invite no more than one non-member recreation vehicle family.
- Sec. 5 **Prospective Members:** The guest/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.

### ARTICLE IV NOMINATING COMMITTEE

Sec. 1 **Nominating Committee Creation:** The Executive Board shall appoint a three-member Nominating Committee not less than ninety (90) days before the Club's annual business meeting. This committee shall solicit Club members to volunteer to stand for any open leadership positions. The Committee should also encourage self-nomination for any position. After obtaining prior acceptance from each potential candidate, all names for any office shall be nominated. 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 V DUTIES OF OFFICERS

Sec. 1 The President shall:

- Preside at all Club and Executive Board meetings.
- Enforce the Constitution and Bylaws.
- Make a detailed report at the Annual Business Meeting to include the previous year's accomplishments.
- Appoint all standing committees and the Parliamentarian.
- Have such powers and duties as typically pertain to the principal Executive Officer.
- Complete the International Officer Reporting and Communication Form after the November Installation of New Officers.

Sec. 2 The 1st Vice President shall:

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

Sec. 3 The 2nd Vice President shall:

- Attend all Club business meetings 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 President's duties in the absence of the President and the First Vice President.
- Perform the duties as assigned by the Executive Board.

Sec. 4 The Recording 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.
- Prepare an agenda of pending business for the presiding officer at each meeting.
- Record and preserve the minutes of all official meetings of the Club and the Executive Board, and email copies to the members of the Executive Board and Webmaster, no more than fifteen days following each meeting.



- Coordinate with the Membership Chair to maintain an accurate roster of paid-up Unit members.
- Record the attendance of the officers at each meeting and advise the presiding officer if a quorum is present.

Sec. 5 The Treasurer shall:

- Maintain the financial records of the Club and receive all monies, as prescribed in International Policies for Financial Management and Financial Data Guidelines, and promptly deposit them in the bank chosen by the Executive Board.
- 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. 6 The Trustees shall:

- Attend all Club meetings and the Executive Board.
- Accept special assignments as directed by the President. Additional duties may be to chair or be members of committees.

Sec. 7 The Immediate Past President shall:

- Be a member of the Executive Board.
- Serve a one-year term.
- Function in an advisory role for the Club President and Executive Board to ensure the continuity of Club functions.

## ARTICLE VI MEETING TYPE

Sec. 1 **Electronic Meetings:** An electronic meeting can be arranged for any business meeting of the Club or the Executive Board, provided the membership and Board are notified. The notification should include all relevant information for the membership and Board participation and be conducted as outlined in Article VI of the Constitution.

Sec. 2 **Electronic Meeting Quorum:** Any electronic meeting will meet the quorums established in the Club's Constitution, Article VI.

## ARTICLE VII DUES

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

Sec. 2 **Failure to Pay Dues:** A member who fails to pay the required International dues may not be included in the Annual Membership Directory for the following year. For members who joined before August 1, 2021, the dues must be paid and receipted by the Club or International on or before December 31. Those who joined after August 1, 2021, must pay the dues by their anniversary date. The membership will be terminated if the dues are not paid by the applicable deadline.

## **ARTICLE VIII CODE OF ETHICS**

Sec. 1 All members shall abide by the following Code of Ethics:

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.

To be ever mindful of what we say or print with respect to its effect on other of our diverse membership so as to avoid disharmony and ill feelings among club members of differing 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. (6/22/18)

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.

To maintain our camps in an orderly manner and leave them in the same way.

## **ARTICLE IX LIABILITY**

Sec. 1 **Officer Liability Exemption:** Neither the Club nor its officers are responsible for the loss of or damage to property or 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 on the premises.

Sec 2 **Liability Insurance Requirement:** The Club's parent organization, WBCCI, provides liability insurance for sanctioned Club rallies, caravans, and functions. A Certificate of Liability Insurance is available, defining 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 X POLICY**

Sec. 1 **Policies:** 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 **Bylaw 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 before such meeting.
- Sec. 2 **Amendment Effective Date:** Such amendments shall become effective upon adoption.

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

- Sec. 1 **Changing Club Charter:** In the event the members of this Club deem it desirable to merge with another Club or to consolidate with one or more 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, 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.

## **ARTICLE XIII INTELLECTUAL PROPERTY AND LOGO USE**

- Sec. 1 **Ownership of Intellectual Property:** The **EMERALD COAST AIRSTREAM CLUB** logo, brand name, and any other intellectual property (IP), including but not limited to trademarks, designs, slogans, or copyrighted materials, are the exclusive property of the club.
- Sec. 2 **Use of Logo and IP:** Any use of the **EMERALD COAST AIRSTREAM CLUB** logo or other intellectual property, including for promotional, commercial, or personal purposes, must be approved by the Executive Board. This includes but is not limited to use on social media platforms, websites, printed materials, merchandise, and event promotions.
- Sec 3 **Approval Process:** Members or external parties seeking to use the **EMERALD COAST AIRSTREAM CLUB** logo or other intellectual property must submit a written request to the Executive Board detailing the intended use. The Executive Board will review the request and provide written approval or denial.
- Sec 4 **Social Media and Digital Presence:** All social media accounts, websites, and online platforms that represent the club or use its intellectual property must be managed or approved by the Executive Board. Members are prohibited from creating or using unofficial social media accounts or platforms that suggest affiliation with the club without prior approval.
- Sec 5 **Violation:** Unauthorized use of the **EMERALD COAST AIRSTREAM CLUB** intellectual property will be considered a violation of these bylaws and may result in disciplinary action, up to and including legal action.

## **ARTICLE XIV PROHIBITION ON UNAUTHORIZED SALES**

- Sec 1     **Sale of Goods or Services:** No member, individual, or entity may sell or offer for sale any goods, services, or merchandise at **EMERALD COAST AIRSTREAM CLUB** events, rallies, or activities without prior written approval from the executive board.
- Sec 2     **Request for Permission:** Individuals or organizations seeking to sell goods or services at a **EMERALD COAST AIRSTREAM CLUB** event must submit a request to the Executive Board at least 15 days in advance, detailing the nature of the items to be sold, the purpose of the sale, and any relevant terms or conditions.
- Sec 3     **Approval Process:** The executive board will review each request on a case-by-case basis and may approve or deny the request based on factors such as the relevance of the goods or services to the event, the impact on event attendees, and any legal or logistical considerations
- Sec 4     **Violation:** Any individual or organization found selling goods or services without proper authorization may be asked to cease their activity immediately and may face further disciplinary action, including removal from the event or future events.

This Bylaws, as last amended, was adopted by the membership on:

\_\_\_\_\_ March 1, 2025 \_\_\_\_\_ at \_\_\_\_\_ Destin Brewery, Destin FL \_\_\_\_\_  
(Date) (City, State)