

**SOUTH COAST CALIFORNIA AIRSTREAM CLUB
(SCCAC)**

CONSTITUTION & BYLAWS

Amended June 26, 2024

**WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.
SOUTH COAST CALIFORNIA AIRSTREAM CLUB**

**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 South Coast California 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 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 our 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 this Club: Regular and Affiliate Members.
- Sec. 3 **Regular Membership Application:** An applicant for membership in this 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 this 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
 - Third Vice President
 - Corresponding Secretary
 - Recording Secretary
 - Treasurer
 - Webmaster
 - 2 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 on January 1 of each year. 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, Corresponding Secretary, Treasurer, or Webmaster 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 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 **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 December. 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 percent 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, or facsimile 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 delivered 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:

July 13, 2024, at Mission Bay RV Resort, San Diego, California.

**WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.
SOUTH COAST CALIFORNIA AIRSTREAM CLUB**

**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. Family/Youth
 - C. Hosting
 - D. Membership
 - E. Rallies and Events

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. Family/Youth: Plan programs to encourage participation of family/youth at Local Club functions and to be the liaison person between the Club and International Family/Youth Standing Committee.
3. Hosting: Coordinate the hosting of all Local Club rallies. Solicit members to serve as hosts. Send updates of the host schedule to the Corresponding Secretary to include in the newsletter. Train new hosts so that they understand how to properly host a rally.
4. 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. Coordinate with the Treasurer to ensure having an accurate list of paid-up memberships and to assist the Treasurer, as needed, in following up on all members who have not paid their International or Club for their membership year.
5. Rallies and Events: Determine dates and locations of venues for the Local Club working closely with the Rally Coordinator

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.
 - Appoint all standing committees and the Parliamentarian.
 - Have such powers and duties as typically pertain to the principal Executive Officer.
 - Together with the 1st Vice President, execute/run the club rallies for the current year.

- 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.
 - Together with the President, execute/run the club rallies for the current year.
- 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.
 - Chair the Rallies and Events Committee.
- Sec. 4 The 3rd Vice President shall:
- Attend all Club business meetings and the Executive Board.
 - Assist the President, the First Vice President, and the Second Vice President.
 - Assume the duties of the Second Vice President in the absence of said officer.
 - Assume the Second Vice President's duties in the absence of said officer.
 - Perform the duties as assigned by the Executive Board.
- Sec. 5 The Corresponding Secretary shall:
- Attend all business meetings of the Local Club and the Executive Board.
 - Prepare any required club correspondence upon the direction of the President.
 - Assume the role of Newsletter Editor.
- Sec. 6 The Recording Secretary shall:
- Attend all business meetings of the Club and the Executive Board.
 - Record and preserve the minutes of all official meetings of the Club and the Executive Board, and mail 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.
 - Maintain the archives of past General, Annual, Special, and Executive Committee meeting minutes for the Local Club. Pass the archive on to the next Recording Secretary upon vacating the role.

- Sec. 7 The Treasurer shall:
- Attend all business meetings of the Local Club and the Executive Board.
 - 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. 8 The Webmaster shall:
- Attend all Club meetings and the Executive Board.
 - Update the WBCCI and SCCAC websites with current information as needed.
 - Create forms to be used for registration for each rally and/or event to be sent to the officer in charge of the rally or event.
- Sec. 9 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.

ARTICLE VI MEETING TYPE

- Sec. 1 **Electronic Meetings:** 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 Board, if an Executive Board meeting, or to the membership in the case of a Business Meeting. Such notification will include all necessary information for participation by the membership and/or the Board.
- 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 **Code of Ethics:** All members shall abide by the following Code of Ethics:

- A. **Conduct:** 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 goodwill to all peoples and countries.
- B. **Discourse:** 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 various ethnicities, religious beliefs, or orientations and to dedicate ourselves to the work of cementing together the members of WBCCI in bonds of good fellowship and mutual understanding.
- C. **Enthusiasm:** To conduct ourselves in a manner that inspires others engaged in recreational vehicle travel to fully appreciate the intent and meaning of this code.
- D. **Tidiness:** To maintain our campsites in an orderly manner and leave them the same way or better.

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 Clubs, or for this 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 adopted by the Executive Board at an electronic Zoom Business Meeting held on June 26, 2024.