

Greater Los Angeles Airstream Club Constitution and Bylaws
Version 9/13/2024

GREATER LOS ANGELES AIRSTREAM CLUB
CONSTITUTION

Article I
NAME OF ORGANIZATION

- Section 1 This organization is a chartered Club of the Wally Byam Caravan Club International, Inc. and shall be known as the Greater Los Angeles Airstream Club (Airstream Inc. has authorized the use "Airstream" in the Club name).

Article II
OBJECTIVES

- Section 1 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 promote the Airstream lifestyle, fun, friendship, and adventure.
 - To coordinate with and participate in the interests and activities of the International and the Region.
 - To cooperate with other organizations and clubs within our International 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

- Section 1 **Requirement:** An adult who owns a hard-sided recreational vehicle manufactured by Airstream, Inc. shall be eligible for membership.
- Section 2 **Classes of Membership:** There are two classes of membership in this Club: Regular and Affiliate Members.
- Section 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 local club dues.
- Section 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, Section 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.

- Section 5 **Affiliate Member:** Any member of Wally Byam Airstream Club may become an Affiliate member in this Club by an application to the International Club and, upon acceptance, shall possess all the rights and privileges of the Club except the right to vote or hold office in the Club..
- Section 6 **Affiliate Membership Application:** Applicants for Affiliate membership in this Club must submit dues and show evidence of membership in the International Club.
- Section 7 **Failure to Pay Dues:** Failure to pay either Club or International dues will automatically terminate Club membership.
- Section 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

- Section 1 The officers of the Club shall be Regular members of the Club and shall consist of:
- President
 - 1st Vice President
 - 2nd Vice President
 - Recording Secretary
 - Treasurer
 - Event Committee Chair
 - Membership Committee Chair
- Section 2 **Officer Election and Term of Office:** The Officers shall be elected via electronic voting and shall be installed at the annual business meeting in December and shall assume office immediately upon installation. An officer shall serve in office for a term of two years 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 and Treasurer provided said officers are duly nominated and elected for each term of office.
- Section 3 **Full Term of Office:** An officer who advances to an office according to the provisions of Section 4 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.
- Section 4 **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

- Section 1 **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. The Executive Board shall consist of all the Club Officers, the Event Chairperson, and the Membership Chairperson plus the immediate Past President.
- Section 2 **Governance:** 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 shall exercise general control and supervision of all officers and committees.
- Section 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.
- Section 4 **Quorum:** A quorum of the Executive Board shall consist of a majority of its members.

ARTICLE VI CLUB BUSINESS MEETINGS

- Section 1 **Meetings:** An annual business meeting of the Club shall be held each calendar year in December. Additional business meetings may be held during any event of the Club and 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 electronically at least fifteen (15) days prior to the meeting. A quorum for conducting business at any business meeting shall be not less than 10% percent of the membership.
- Section 2 **Voting Qualification:** All Regular Members, including spouses or partners, voting at this organization's annual or additional business meetings at the time of the voting period shall each have one vote.
- Section 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

Section 1 **Bylaws:** The Executive Board may adopt 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 Club's government.

ARTICLE VIII AMENDMENTS

Section 1 **Proposed Amendments:** Proposed amendments to this Constitution shall be submitted to the Executive Board electronically. The Executive Board shall submit all such amendments to the members for consideration.

Section 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, Section 3, of this Constitution.

Section 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:

12/12/2024 at SAN DIMAS, CA
(Date) (City, State/Province)

GREATER LOS ANGELES AIRSTREAM CLUB BYLAWS

ARTICLE I PARLIAMENTARY AUTHORITY

- Section 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.
- Section 2 **Agenda:** 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

- Section 1 **Standing:** Standing Committees shall be:
- A. Event
 - B. Membership
 - C. Social Media
 - D. Webmaster
 - E. Newsletter
- The duties of these standing committees are listed in Section 4
The President shall appoint and be an ex-officio member of all committees except the Nominating Committee.
- Section 2 **Composition and Expectation:** All Standing Committees shall consist of a Chairperson and as many members as the President and the Committee Chairperson deem necessary. The Chairperson of Standing Committees shall report at each meeting of the Executive Board.
- Section 3 **Duties:** Standing Committee General Duties
1. Event:
 - Surveys members and affiliates in-person and/or via electronic survey for camping preferences and location suggestions.
 - Based on survey results, identifies sites for events for the upcoming year (state, county, federal and private campgrounds or boondock locations) and attempts to alternate between southern, central and/or northern California.
 - Determines event dates so they do not conflict with Region Rallies,

International and special events (i.e. Cali Rally).

- Obtains a copy of the contract and cancellation information and shares with the president prior to committing club funds and reserving a specific number of sites.
- Creates and distributes annual event listing pages via e-mail, on the website, and via Urban Update (club newsletter).
- Assists 1st Vice President with compiling event listing for submission to Blue Beret.
- Solicits hosts for the various events.
- Assists hosts with preparing event schedule and flyer as needed; posts to the website or provides to the webmaster for posting; sends information to Urban Update editor for inclusion in the newsletter.
- Creates and posts the sign up information on the website (including cancellation date) or provides this information to the webmaster for posting so that participants can register electronically and pay for the various events electronically.
- Provides event accounting form to hosts and requests that all receipts for expenses be submitted to the treasurer within seven days of the event end date.
- Requests a brief write-up of the event's activities along with photos to be submitted to Urban Update editor.
- Prepares short end of year summary for presentation at annual meeting to assist with future event planning.

2. Membership:

- Act as the Club contact for prospective new members, explain the purpose and objectives of our Club, and extend an invitation to persons considering club membership to attend an event or a meeting.
- Access the member roster from headquarters, distribute as necessary.
- Send a welcome email and/or a hand-written U.S. mail note.

3. Social Media: Responsible for maintaining all forms of social media.

4. Newsletter: Seek input and coordinate with membership for periodic distribution of the newsletter.

5. Webmaster: Maintain and update website as necessary to remain current.

Section 4 **Other 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 **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.
- Section 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.
- Section 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.
- Section 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

- Section 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

- Section 1 The President shall:
- Preside at all meetings of the Club and the Executive Board.
 - Enforce the Constitution and Bylaws.
 - Appoint all standing committees and the Parliamentarian.
 - Have such powers and duties as normally pertain to the principal executive officer.
 - Represent the Club at International and Region rallies.

- Section 2 The First Vice President shall:
- Preside over Club activities in the absence of the president.
 - Attend business meetings of the Club and the Executive Board.
 - Assist the President with official communications to International and Regional requests.
- Section 3 The Second Vice President
- Preside over club activities in the absence of the President and First Vice President.
 - Assist the First Vice President and President as required.
 - Coordinate biannual and special elections by soliciting members of the Nominating Committee, preparing and sending out ballots to the membership and reporting the results to the Executive Board and the membership.
- Section 4 The Recording/Corresponding Secretary shall:
- Issue notices of all meetings of the Club and the Executive Board as prescribed in Article VI, Sections 1 and 2 and Article VIII, Section 2 of the Constitution and Article XI, Section 1 of the Bylaws. (1/19/07)
 - 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 Executive Board, and email copies to the members of the Executive Board not more than fifteen (15) days following each meeting.
 - Record the attendance of the officers at each meeting and advise the presiding officer if a quorum is present.
- Section 5 The Treasurer shall:
- In addition to accepting monies related to membership and membership renewal, the Treasurer is responsible for accepting and managing monies from the membership for club-sponsored events, including camping fees and/or event fees. The Treasurer is charged with remitting monies to campgrounds/RV parks, etc. for club-sponsored events, and subsequently reimbursing club member-hosts for the expense(s) incurred at said events.
 - Treasurer serves to assist the Events Chair to facilitate down payments or deposits to reserve campgrounds and RV parks for future events.
 - Submit a full written report of finances to the Executive Board at each meeting. Each year the books and accounts will be audited by a committee selected by the incoming President. Before retirement, all books, monies and property of the Club shall be delivered promptly to the incoming Treasurer.
- Section 6 The Immediate Past President shall:
- Be a member of the Executive Board.
 - Serves a two-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

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

ARTICLE VII DUES

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

- Section 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, political affiliations 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

- Section 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

- Section 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., embodying additional provisions for the government of the Club may be adopted by the Executive Board.

ARTICLE XI AMENDMENTS

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

ARTICLE XII
MERGER, CONSOLIDATION, OR DISSOLUTION OF THIS CLUB

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

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

12/1/2024 at SAN DIMAS, CA
(Date) (City, State/Province)