

PALMETTO STATE AIRSTREAM CLUB CONSTITUTION

ISSUED 2026

ARTICLE I NAME OF ORGANIZATION

- Sec. 1 This organization is a chartered club of the Wally Byam Caravan Club International, Inc. (WBCCI). It shall be known as the Palmetto State 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 help grow our club and build lasting friendships among RV 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 club and the region.
 - To cooperate with other organizations and units within its sphere of interest to elevate the standards and ethics of the various groups.
 - 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 Airstream recreational vehicle is eligible for membership.
- Sec. 2 **Classes of Membership:** There are two classes of membership: regular and affiliate.
- Sec. 3 **Regular Members:** Any WBCCI member can join this club by submitting an application electronically on the WBCCI website. Upon paying WBCCI and club dues, the applicant becomes a regular member.
- Sec. 4 **Sale of Airstream Vehicle:** Regular members who sell their Airstream recreational vehicle may retain their membership upon request as permitted by Article VI, Sec. 2 of the international constitution. These members retain all rights and privileges of regular members, including full voting rights in all elections and on all questions.

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- Sec. 5 **Affiliate Member:** Any WBCCI member can become an affiliate member of this club by submitting an application electronically on the WBCCI website and paying club dues. Affiliate members receive all rights and privileges of regular members except:
- Holding office in the affiliated club.
 - Voting through the affiliated club in officer elections for the club or region or amendments to the club's constitution.
 - Voting on the dissolution, consolidation or merger of the club with another.
- Sec. 6 **Failure to Pay Dues:** Failure to pay club or WBCCI dues results in automatic termination of club membership.
- Sec. 7 **Voting Rights:** An Airstream owner and their spouse/partner who join the club as regular members each receive one vote in officer elections at the local and international levels and amendments to their respective constitutions.

ARTICLE IV OFFICERS AND THEIR ELECTION

- Sec. 1 **Officers:** The officers of the club shall be regular members of the club and shall consist of:
- President
 - First Vice President
 - Second Vice President
 - Corresponding Secretary
 - Recording Secretary
 - Treasurer
 - 2 Directors
- Sec. 2 **Officer Election and Term of Office:** Members shall elect officers at the annual business meeting. The elected officers shall be installed during the month of November and assume office on the following January 1st. Except for directors, each officer shall serve in office for a term of one (1) year or until members elect a successor. No officer may serve more than two (2) consecutive terms in the same office except the recording secretary, corresponding secretary or treasurer, provided they receive proper nomination and election for each term.
- Sec. 3 **Director Election and Term of Office:** Members shall elect directors at the annual business meeting for two-year terms, ensuring that only one-half of such directors' terms expire each year. No director may serve more than one consecutive two-year term.

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- Sec. 4 **Full Term of Office:** An officer who advances to a higher office according to sec. 5 of this article does not complete a full term unless they serve more than one-half of the designated term.
- Sec. 5 **Vacancies:** If the president or vice-president dies, resigns, or becomes unable to fulfill their duties, the next ranking vice president (in the order first, then second) shall advance. The executive board shall fill all other vacancies, excluding the immediate past president, by a majority vote.
- Sec. 6. **Removal From Office:** Any executive board member may be removed for cause by a two-thirds (2/3) vote of the voting members present at a regular or special business meeting with a quorum. Written notice, stating the cause for removal, must be given to the member at least twenty (20) days before the meeting.
- Sec 7. **Members Serving in Multiple Offices:** Regular members may serve in more than one office if duly elected to those offices except for the president, recording secretary, and treasurer.

ARTICLE V EXECUTIVE BOARD

- Sec. 1 **Composition:** All club officers and the immediate past president of this club make up the executive board.
- Sec. 2 **Governance:** The executive board administers the club, defines its policies, holds full administrative authority over all matters, and supervises 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 whenever necessary.
- Sec. 4 **Quorum:** A majority of its members constitutes a quorum for the executive board.

ARTICLE VI BUSINESS MEETINGS

- Sec. 1 **Business Meetings:**
- A. The club shall hold its annual business meeting in the month of August, at least ninety (90) days prior to the installation of the incoming officers.
 - B. Upon a majority vote of the executive board, additional business meetings may be held during any club rally or at other times deemed necessary.
 - C. The club shall notify all regular members in writing at least fifteen (15) days prior to each meeting stating the date, time, location, and purpose of the meeting.
 - D. At least ten (10) percent of the membership must be present at a business meeting to constitute a quorum.

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- Sec. 2 **Voting Qualification:** All regular members, including spouses, each receive one vote at any business meeting.
- Sec. 3 **Ballots:** Members not attending any business meeting may vote by email, regular mail, or electronic means provided by the club. The president and recording secretary will ensure that no member casts more than one ballot. The club must receive these votes at least two (2) days before the business meeting and must keep these votes confidential until the voting occurs. These ballots count toward the quorum for the business meeting.

ARTICLE VII BYLAWS

- Sec. 1 The executive board may adopt bylaws that align with this constitution and with the constitution, bylaws, and policy of WBCCI. These bylaws shall include additional provisions for governing this club.

ARTICLE VIII AMENDMENTS

- Sec. 1 Members must submit proposed amendments to this constitution in writing to the executive board. Upon approval, the executive board shall submit the amendments to WBCCI for review.
- Sec. 2 After WBCCI approves the amendments and the executive board confirms them, the executive board shall present the amendments to regular members for consideration as outlined in article VI.
- Sec. 3 If an amendment is being proposed at a business meeting, the requirements outlined in article VI must be followed and the proposed amendment must be included in the meeting notice. If the organization conducts voting electronically, it must send all regular members a copy of the amendment at least fifteen (15) days before the vote.
- Sec. 4 In accordance with the governing documents, any amendment to the constitution must be approved by a two-thirds majority of those voting.
- Sec. 5 All adopted amendments to this constitution shall take effect immediately.

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

_____ at _____
(Date) (City, State)

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ARTICLE I PARLIAMENTARY AUTHORITY

- Sec. 1 All meetings of The Palmetto State Airstream 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. Opening ceremonies
 - i. Non-sectarian invocation
 - ii. Pledge of Allegiance (The United States Pledge of Allegiance may be omitted at all WBCCI rallies, events, and functions held outside the United States).
 - B. Roll Call
 - C. Approval of Minutes
 - D. Reports of Officers and Committees
 - E. Special Orders
 - F. Unfinished Business
 - G. New Business
 - H. Announcements
 - I. Adjournment

ARTICLE II COMMITTEES

- Sec. 1 **Standing committees** shall be:

- A. Budget
- B. Constitution and Bylaws
- C. Membership/Directory
- D. Newsletter
- E. Publicity/Public Relations/Social Media
- F. Webmaster

The president will appoint and be an ex-officio member of all standing committees.

- Sec. 2 **Committee members:** 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 **Standing Committee's General Duties include:**

- A. Budget: The incoming and outgoing treasurer collaborate to prepare a budget for the executive board, projecting the club income and expenditures for the following year.
- B. Constitution and Bylaws: The committee ensures the club's constitution and bylaws are up-to-date and remain current and comply with WBCCI requirements.

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- C. Membership: The committee serves as the contact for prospective members, explaining WBCCI's purpose and objectives while inviting them to attend a rally or activity before joining. Membership coordinates with the treasurer to ensure the directory accurately reflects WBCCI active members and assists in following up with those who have not paid annual dues. They may also publish an annual roster of members, as directed by the executive board, for distribution to the membership.
- D. Newsletter: To collect newsworthy items of interest to club members and to publish monthly a 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 and Directory with respect to the Club's activities schedule.
- E. Publicity/Public Relations/Social Media: The committee collects and shares newsworthy items relevant to this club's members. They forward material to WBCCI for publishing in the Blue Beret and Blue Beret Blog to highlight club activities. The committee also maintains communications with the international and region public relations committees to promote a positive public image of WBCCI in communities hosting rallies and caravans. They use social, digital and print media to engage with this club's members
- F. Webmaster: The webmaster oversees the club public image on digital platforms, including the website and social media. They create, update, and maintain the club's website and manage the social media accounts.

Sec. 4 **Other Committees**: The president may appoint special committees as needed.

ARTICLE III GUESTS

- Sec. 1 **Invited Guests**: A member may sponsor and invite a guest who uses the member's Airstream vehicle or stays in a non-RV facility such as a cabin or other overnight accommodation. Under these conditions, the guest may attend the activities of this club. The sponsoring member must pay one extra rally fee as required.
- Sec. 2 **Non-Member Airstream Owner Guest**: A member 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 this club.
- Sec. 3 **WBCCI Member**: Any WBCCI member who is not a regular or affiliate member of this club may attend club activities if they make and pay for the necessary reservations.
- Sec. 4 **Other RV Clubs**: This club may host a rally, caravan, or combination thereof with a recreation vehicle club not chartered by WBCCI once each calendar year.
- Sec. 5 **Buddy Rally or Caravan**: This club may conduct a buddy rally and/or caravan, ensuring that no more than 50% of the rallies and caravans in any calendar year fall under this category. Each club member may invite one non-member recreation vehicle family. The invited family may attend the buddy rally or caravan to experience

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the WBCCI "Way of Life" in the hope they might decide to purchase an Airstream and join WBCCI.

ARTICLE IV REMOVAL OF OFFICERS

- Sec. 1 **Absences Limited:** Any member of the executive board who misses three (3) consecutive board meetings without an excuse shall be subject to removal for cause from the board. Members of the board wishing for an excused absence from a meeting of the board should inform the president or the recording secretary in advance of the anticipated absence. The board will manage the vacancy in accordance with article IV of this club's constitution.

ARTICLE V NOMINATING COMMITTEE

- Sec. 1 The executive board must appoint a three-member nominating committee at least ninety (90) days before the club's annual business meeting. This committee must solicit members to volunteer for any open leadership position and encourage self-nomination. After securing prior acceptance from each potential candidate, the committee will nominate all candidates for office. The committee must submit a written report to the executive board. The president must distribute the slate of officers to the membership at least twenty (20) days before the election. The election shall follow the criteria specified in article VI of this club's constitution.

ARTICLE VI DUTIES OF OFFICERS

- Sec. 1 The President
- Presides at all club meetings, as well as executive board meetings.
 - Enforces the constitution and bylaws.
 - Prepares a detailed report for the annual business meeting, summarizing the previous year's accomplishments.
 - Appoints all standing committees and the parliamentarian.
 - Votes only when executive board members are equally divided on an issue.
 - Selects a committee to audit the books and accounts.
 - Exercises powers and duties typical of the principal executive officer.
- Sec. 2 The 1st Vice President:
- Attends all club business meetings, as well as executive board meetings.
 - Assists the president.
 - Assumes the duties of the president in their absence.
 - Performs the duties as assigned by the executive board.
 - Votes on issues placed before the board.
- Sec. 3 The 2nd Vice President
- Attends all club business meetings, as well as executive board meetings.
 - Assists the president and the first vice president.

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- Assumes the first vice president's duties in their absence.
- Assumes the president's duties if both president and the first vice president are absent.
- Votes on issues placed before the board.
- Performs the duties as assigned by the executive board.

Sec. 4 The Corresponding Secretary

- Attends all club business meetings, as well as executive board meetings.
- Issues notices of all business meetings of the club and the executive board.
- Prepares an agenda of pending business for the presiding officer at each meeting.
- Votes on issues placed before the board.
- Coordinates with the publicity committee to create and distribute a periodic newsletter to all members.

Sec. 5 The Recording Secretary

- Attends all club business meetings, as well as executive board meetings.
- Records and preserves the minutes of all official meetings and sends copies to executive board members within ten (10) days of each meeting.
- Records members' attendance at business meetings and officers' attendance at executive board meetings.
- Votes on issues placed before the board.
- Advises the presiding officer if a quorum is present at all meetings.

Sec. 6 The Treasurer

- Attends all club business meetings, as well as executive board meetings.
- Maintains financial records of the club.
- Submits a full written report of finances to the executive board at each meeting.
- Delivers all books, monies, and property of the club to the incoming treasurer.
- Votes on issues placed before the board.

Sec. 7 The Directors

- Attend all club business meetings, as well as executive board meetings.
- Accept special assignments as directed by the president.
- May chair or serve as members of committees.
- Vote on issues placed before the board.

Sec. 8 The Immediate Past President:

- Attends all club business meetings, as well as executive board meetings
- Serves as a member of the executive board.
- Functions in an advisory role for the executive board.
- Votes on issues placed before the board.

ARTICLE VII ELECTRONIC MEETINGS

- Sec. 1 The executive board of this club can arrange an electronic meeting for any business meeting or the executive board meetings, provided they notify the members and

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board members at least fifteen (15) days in advance. The notification should include all relevant information to ensure member and board participation and must follow the procedures outlined in article VI of the constitution.

- Sec. 2 The electronic meeting must meet the quorum requirements established in Article VI of this club's constitution.

ARTICLE VIII DUES

- Sec. 1 The executive board will set the annual club dues for regular and affiliate members, and the president shall notify WBCCI of any changes in dues.
- Sec. 2 If a member fails to pay the required dues to WBCCI, they may not appear in the annual membership directory for the following year. Members who joined WBCCI before August 1, 2021, must pay and have their dues received by WBCCI on or before December 31. Those who joined after August 1, 2021, must pay by their anniversary date.
- Sec. 3 If members fail to pay their dues by the specified due dates in Section 2, the club will terminate their membership as stated in article III, section 6 of its constitution.

ARTICLE IX CODE OF ETHICS

- Sec. 1 All members must 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 goodwill 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.

To conduct ourselves in a manner that inspires 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 X 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

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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, defining coverage and liability limits, is available upon request from WBCCI headquarters. Publishing events is necessary to ensure they are considered sanctioned activities since WBCCI liability insurance applies only to sanctioned activities.

ARTICLE XI POLICY

- Sec. 1 The executive board may adopt policy consistent with the constitution and bylaws of this club and with the constitution, bylaws, and policy of WBCCI, containing additional provisions for governance of this club.

ARTICLE XII AMENDMENTS

- Sec. 1 Any amendment to the bylaws must be submitted to the executive board in writing at least fifteen (15) days prior to an executive board meeting.
- Sec, 2 If the executive board agrees to the proposed amendment, the amendment must be submitted to WBCCI for review. Upon approval from WBCCI, the amended bylaws may be adopted by a two-thirds vote of the executive board members.
- Sec. 3 All adopted amendments to these bylaws shall become effective immediately.

ARTICLE XIII MERGER, CONSOLIDATION, OR DISSOLUTION

- 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 local 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 WBCCI . 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 on:

_____ at _____
(Date) (City, State)