

DRAFT BYLAWS

Revised Bylaws Final Draft June 27, 2011

ARTICLE I CORRESPONDENCE

Bylaws Sec. 1

All international club correspondence shall be addressed to:
Wally Byam Caravan Club International, Inc.
P.O. Box 612
Jackson Center, OH 45334 USA

ARTICLE II COMMITTEES

Bylaws Sec. 1

The Standing Committees shall be: (7/5/10)

- A. Blue Beret
- B. Budget
- C. Caravan
- ~~D. Community Service~~
- E. Constitution and Bylaws
- F. Electronic Communications
- ~~G. Ethics and Grievance~~
- H. Family and Youth
- I. Historical
- J. International Rally
- ~~K. Intl. Rally Site~~
- ~~L. International Relations~~
- ~~M. Legislative~~
- ~~N. Lifetime Membership Fund~~
- O. Marketing
- P. Membership
- Q. National/Special Event Rallies
- ~~R. Planning Guides & Merit Award~~
- ~~S. Public Relations~~
- ~~T. Rally Promotions~~
- ~~U. RV Parks~~
- ~~V. Safety~~

Comment [1]:

Tom Smithson 1/2/11 9:19 PM
Move to Int. Rally Manual

Comment [2]:

Tom Smithson 6/25/11 9:21 PM
Delete Committee See Article V.

Comment [3]:

Tom Smithson 1/2/11 9:19 PM
Combine with Int Rally Committee

Comment [4]:

Tom Smithson 1/2/11 9:19 PM
Combine with Caravan as a subcommittee

Comment [5]:

Tom Smithson 6/25/11 5:10 PM
Delete combine with Marketing

Comment [6]:

Tom Smithson 1/2/11 9:19 PM
Delete this should be a responsibility of the Treasurer

Comment [7]:

Tom Smithson 1/2/11 9:19 PM
Move to Int Rally Manual

Comment [8]:

Tom Smithson 1/2/11 9:19 PM
Move to Int Rally Manual and to Special Events

Comment [9]:

Tom Smithson 1/2/11 9:19 PM
Move to Int Rally Manual

Comment [10]:

Tom Smithson 1/2/11 9:19 PM
This is a marketing responsibility

Comment [11]:

Tom Smithson 6/25/11 9:29 PM
Move to Int Rally Manual and have Blue Beret committee member as a contributor

Sec. 2

The chair and all members of standing committees shall be approved by the Executive Committee. No program will be undertaken by such committee unless approved by the Executive Committee and funding for such program included in the annual budget.

Sec. 3

All standing committees shall consist of a chairman and as many members as the Chair shall deem necessary. The Chairman of each Committee shall be appointed by the President from a list generated by advertisement in the Blue Beret and on the WBCCI web site. Applicants should submit their application by December 31 to allow for publishing in the April Blue Beret. Applicants will provide a statement of

DRAFT BYLAWS

their qualifications for the position sought. Members may submit comments on any applicant to the President through HQ. The President shall fill by appointment from the most recent list of applicants, any vacancy occurring by reason of death or resignation.

Sec. 4 The term for the chair of any standing committee shall be two (2) years with the option for one additional term.

Sec. 5 The members of the International Rally Committee shall be the President, the 1st Vice President, the 2nd Vice President, the Recording Secretary and the Treasurer. (6/22/92) The responsibility of this committee will be to select from the sites presented by the Rally Site committee the next International Rally Site.

- A. Executive committee in consultation with the Corporate Manager will retain an Event Manager who will be responsible for all negotiations and contractual negotiations for the site, facilities and any other contractual items for any upcoming International rally.
- B. The International Rally committee will be responsible for determining the Theme and associated program details for the International Rally.

Sec. 6 International Rally Site Committee shall be composed of 3 Regional Presidents, appointed by the Executive Board from the geographical area of the country where the International Rally will be held. There will be 4 geographical areas, North South, East and West and the areas will rotate each year. The committee will provide to the Event Manager the site(s) to be considered.

Deleted: 5

Sec. 7 All standing committee chairmen shall file a half-yearly report to Headquarters for review by the IBT and shall be published on the WBCCI web site for review by the membership. The deadline shall be no later than December 1 and May 1 of each year. (7/5/93)

Sec. 8 Special committees may be appointed by the President for the purpose of carrying out projects not within the purview of a standing committee.

Sec. 9 The President shall appoint a Parliamentarian who shall serve as the principal advisor and consultant to the President on all matters of parliamentary procedure. The Parliamentarian shall attend all delegates meetings; all board of trustees meetings, and upon request of the President, the Executive Committee meetings. (1/19/96)

STANDING COMMITTEES - GENERAL DUTIES

See Policy 1

ARTICLE III MEMBERSHIP AND MEMBERSHIP PRIVILEGES

**Bylaws
Sec. 1**

Membership in the international club, is restricted to adults who qualify in accordance with the requirements of Article VI of the International Constitution.

DRAFT BYLAWS

Sec. 2 An owner and each co-owner of a recreational vehicle manufactured by Airstream, Inc. upon becoming a member-of the international club shall be deemed to possess one vote per membership. An affiliate member of a Unit shall possess all the rights and privileges of a regular member of that unit, except the rights to vote or hold office in that unit.

Sec. 3 To be eligible to serve as an elected officer of an Intra-club or international club a person must be a member of the international club.

~~**Sec. 4** The Board of Trustees shall have authority to award a lifetime membership to a Past President of the international club and said award shall be deemed to include the spouse of such Past President. When such a lifetime membership is awarded, the one time fee, based on the average of the ages of the awardee and spouse in the year of the award in accordance with the established schedule of fees for lifetime international dues shall be transferred from the general fund of the international club to the lifetime membership fund. (1/17/97)~~

Sec. 5 Members may purchase a lifetime membership by paying the one time fee for lifetime international dues. Such lifetime membership shall apply only to the one or two members named in the original application as recorded at International Headquarters and shall remain valid for the life of the members who originally purchased the membership as long as they do not use a non Airstream recreational vehicle. At such time as they stop using their Airstream vehicle they will not be required to pay unit dues or MAL surcharge to continue to receive the Blue Beret and annual directory.

Comment [12]:

Tom Smithson 6/26/11 9:37 AM
As a non-profit it is difficult to understand how a person can profit by being President. It is illegal to inure a member by the transfer members monies to pay for lifetime membership. I can understand awarding lifetime membership which would include the BB and Directory on an annual basis for the life of the members, but not giving members money.

Sec. 6 No unit shall establish-a limit as to the number of its members.

Sec. 7 A unit shall not establish within the unit a class of membership other then those defined in the constitution.

Sec. 8 Except as authorized by section 12 of this article, only members of the international club traveling in a recreational vehicle manufactured by Airstream, Inc. and their guests may be admitted to an Intra-club, a unit, a region, or a national caravan or to an Intra-club, a unit, a region, a special events, a national, or an international rally. However, members of the international club may attend such functions without their recreational vehicle or any other kind of recreational The requirements of this section shall not be applicable to members of the international club traveling outside the North American continent in caravans organized under the sponsorship of the Caravan standing committee.

Sec.9 Except as authorized by section 12 of this article, a recreational vehicle, not manufactured by Airstream, Inc., shall not be admitted to any club activity.

DRAFT BYLAWS

Sec.10

- A. Membership dues of regular members in the international club and in any unit or chartered body thereof shall be collected by the Unit Treasurer who shall then forward the International dues Headquarters on a monthly basis-
- B. Renewal dues of regular and MAL members and the established surcharge of members at large shall be paid after July 1 for the subsequent calendar year. When dues are not received at-Headquarters by November 30, a member may not be listed in the directory for the following year.
- C. Membership of any class of member, except Life members, shall terminate on December 31 if dues are not paid and receipted on or before December 31. Any terminated membership may be reinstated anytime within the succeeding 12 months by payment of unit and international dues to a unit or Headquarters for MAL's for the current year anytime between January 1 and June 30 and/or for the current year and the subsequent year if payment is made after July 1 and before December 31. (7/5/96)
- D. Any member having a lapse of membership of more than twelve (12) months shall be deemed a new member. Any **new** member joining the club after January 1 and before June 30 will have their International dues and MAL surcharge prorated to 50% the existing charge.
- E. Any member previously expelled by a Unit or Region must be approved by a majority vote of the Executive Board for re-admittance at their next session.

See Policy 2

Sec. 12

- A. A unit, once each calendar year, may host a rally or caravan or combination thereof with a Recreation vehicle club not chartered by the Wally Byam Caravan Club International, Inc., and it may conduct, twice each calendar year, (but not more than 50% of the rallies and caravans conducted by that unit in any calendar year) a buddy rally or a buddy caravan or combination thereof to which each member of the unit may invite non-member recreation vehicle families.
- B. The sponsor or sponsors of a national, a special event, a region, a state, commonwealth or multi unit rally may invite non-member owners of recreational vehicles manufactured by Airstream, Inc. to attend such rallies
- C. The International Executive Committee may authorize members of overseas caravan clubs, traveling in recreational vehicles not manufactured by Airstream, Inc. To, upon the payment of the required caravan fees, participate in a national caravan of the international club with all the rights and privileges of members of the international club participating in such a national caravan.

SEE Policy 3

DRAFT BYLAWS

Article IV

Complaints

Comment [13]:

Tom Smithson 6/26/11 10:18 AM
Article V of the current bylaws has been deleted and in its place Article IV has been written to replace it with a more streamline procedure which emphasizes mediation. This brings the process closer to the members with the intent of eliminating frivolous complaints and expedite the process of resolution.

Sec. 1

Who may file a Complaint and Where

1. A complaint may be filed by a unit member in good standing hereinafter the “complainant” against another unit member within that unit or another with their Unit President.
2. A MAL in good standing may file a complaint against any unit member or a unit member filing a complaint against a MAL shall be filed with that units President.
3. A MAL seeking to file a complaint against another MAL will file such complaint to the Region President where the MAL resides.
4. The allegations of any complaint include injury to the good name of the WBCCI, disturbance of its well being, or hampered its work whether such alleged violation is in the bylaws or not or misconduct at any International, national, region or unit activity.
5. Complaints should not be frivolous or based on civil expressions of opinion in conversation or online forums.
6. Any complaint relating to a members criminal history will be address by RONR chapter XX Disciplinary Procedures.

Comment [14]:

Bob 1/2/11 9:19 PM
This will address members that may have criminal records such as sex offenders etc.

Sec. 2 Procedure

- A. Any complaint filed against another member shall be resolved at the unit or Region level whose findings shall be final.
- B. A complaint so filed against another member hereinafter “Respondent”, shall be in writing and shall state the date time and place of the alleged complaint and the facts upon which such complaint is based. The complaint must be filed with the Unit President or Region President as per Sec. 1 of this Article not later than 30 days after the occurrence of the event, which is the basis of the complaint.
- C. Upon receipt of a complaint, the Unit or Region President shall appoint a Complaint Panel hereinafter “panel” consisting of the President and two appointed members of the Unit or Region whose President shall send by certified mail, a copy of such complaint to the respondent, who must reply by certified mail no later than 15 days.
- D. Failure to reply by the respondent shall be deemed a default; the panel shall proceed ex parte.
- E. The panel having received the complaint and the response, will attempt to mediate the issues between the parties in person, telephone or other electronic conference means to settle the issues of the complaint. In the case of a default skip to “G”
- F. If a settlement cannot be reached by the parties the panel may call both parties to a confidential hearing to obtain more information or it may decide the complaint based only on the documents submitted. Since the committee members and the parties involved may be in different

DRAFT BYLAWS

geographical areas a hearing may be held either in person or by electronic means.

- G. The panel shall treat the matter confidentially and shall make findings of fact based upon the complaint, respondents answer including all exhibits, affidavits of witnesses and upon facts developed as a result of any investigation, which it may deem necessary. The committee, through its deliberations, must decide the truth or falseness of the complaint.
- H. The panel may impose penalties if the complaint is valid and the offense warrants. These penalties are restricted to a warning letter, suspension for 30 days to one year and expulsion for two years.
- I. The panel shall communicate its decision and the penalties imposed to the complainant, the respondent and if warranted the Corporate Manager in writing, by registered mail. At the conclusion of the panel's findings the panel is dissolved.
- J. Each complaint is treated as a distinct issue. There is no accumulation of complaints against a member.
- K. The decision rendered regarding the respondent will have no effect to the spouse; partner or significant other of the respondent.
- L. The panel's decision is final without appeal.
- M. Expelled members may at any time after two years following expulsion, file in the office of the Executive Committee of the WBCCI a written petition for reinstatement. The Executive Committee, upon the receipt of any such petition and after conducting such inquiries and investigation, as it deems necessary, shall grant or deny the same. As used in this Article V, "suspended" or expelled means a member spouse or significant other shall not be permitted to participate in any WBCCI or Unit sanctioned activities or hold an office at the Unit, Region and International level. At the satisfactory conclusion of the suspension time the member may be reinstated to full membership privileges, but shall not be restored to the office from which he was removed, if any.
- N. An expelled member shall not be eligible for a period of two years for reinstatement upon written application as provided in Section 3, Subsection I.

ARTICLE V CLUB ORGANIZATION

Sec. 1 Units may incorporate under the non-profit laws of their respective states and provinces provided that the corporate powers thus acquired do not conflict with the corporate powers granted by the state of Ohio to the Wally Byam Caravan Club International

Sec. 2 All units shall prepare a Constitution and Bylaws (incorporated units may use their incorporation documents as the unit constitution) and any amendments thereto; and shall deliver four copies of each to the international office for review by the constitution and bylaws committee. Such Constitution and such Bylaws shall not be in conflict with, or inconsistent with the Constitution, Bylaws or Policy of the international club. Such Constitution and Bylaws shall include but not be limited to, provisions for: (a) election of officers. (b) regular meetings and quorum of each.

DRAFT BYLAWS

(c) method of selecting a delegate and an alternate to the WBCCI delegates meetings. (d) dissolution clause in compliance with federal, state, and provincial laws. (e) method of amendment. (f) and a statement of liability.

Sec. 3 The International club shall provide a unit model Constitution and Bylaws in the appendix to the Blue Book for the consideration of the units that is compatible with the constitution, bylaws and policy of the international club.

Sec. 4 Mail, electronic mail, or facsimile balloting procedures are authorized for all votes to be taken by units provided the unit Constitution or Bylaws permits such a ballot procedure. If a unit elects to use these procedures, it must take steps to ensure the accuracy and validity of the vote. Should a unit elect to use an electronic ballot and/or mail ballot the results should be reported at the next business meeting of the Unit unless the Constitution or Bylaws allows for earlier disclosure of the results following the official close of the polls.

See Policy 4

ARTICLE VI **MERGER, CONSOLIDATION OR DISSOLUTION OF UNITS**

Sec. 1 In the case of a unit that is unable to obtain officers as required by the unit Constitution and/or Bylaws, or is unable to enlist ten (10) members in order to retain the unit charter as required by Article XI, Section 3 of the International Constitution, such unit may merge with another unit, consolidate with one or more units, or the unit may dissolve. In all cases units shall comply with the requirements as listed hereunder. (1/19/07)

Sec. 2 In the case of a merger of two units, one of the units will continue as a unit of the international club and the other unit will lose its independent identity and cease to exist as a unit of the international club.

A. A unit into which another unit wishes to merge shall send, by first class mail, a copy of the proposal to accept the merger to all members paying international dues through the unit at least thirty (30) days prior to a business meeting or a special meeting called for that purpose. A copy of the notice of the proposal shall also be sent to the President of the region and to international Headquarters

B. A unit that proposes relinquishing its independent identity by merging with another unit shall send, by first class mail, a notice of the proposal to merge to all members paying international dues through the unit at least thirty (30) days prior to a business meeting or a special meeting called for that purpose. A copy of the notice of the proposal shall also be sent to the President of the region and to International Headquarters. The copy to the Region President Headquarters shall also include the unit charter, an inventory listing of the property, bank accounts and other assets owned by the unit including international club property such as blue books. The property, funds and

DRAFT BYLAWS

other assets of the unit shall be held in trust by the Region and the Region President shall appoint a trustee to act on behalf of the international club. Pending the completion of the merger, the disbursement or disposal of the property, funds or assets of the unit shall be in a manner as determined and as prescribed by the trustee. (1/20/95)

- C. Each unit proposal shall be adopted by a two-thirds vote of the international dues paying members of each unit present and voting at the unit business meeting or the special meeting as listed in the prior notice to members of the unit. Copies of the minutes of the meetings of each unit shall be sent to the President of the region and to International Headquarters. The appointed trustee, upon determining the requirements for a merger have been met, shall return the property, funds and assets held in trust and the unit charters to the unit retaining its identity as a unit of the international club. The charter of the defunct unit shall be kept, for historical purposes, by the unit retaining its identity. (1/20/95)

Sec. 3 In the case of the consolidation of two or more units, each unit will discontinue its independent existence as a unit of the international club and a new unit shall be formed which shall include the international dues paying members of the units that have consolidated and the newly formed unit shall assume the assets and liabilities of each of the units that have consolidated to form the new unit

- A. Each unit wishing to consolidate shall send, by first class mail, a notice of the proposal to consolidate to all members paying international dues through the unit at least thirty (30) days prior to a business meeting or a special meeting called for that purpose. Each unit shall send a copy of the notice of the proposal to the President of the Region and to International Headquarters. The copy of the proposal from each unit to the Region President shall include the unit charter and an inventory listing of the property, bank accounts and other assets owned by the unit including international club property such as blue books. The property, funds and other assets of each unit shall be held in trust by the Region and the Regional President shall appoint a trustee to act on behalf of the international club. Pending the completion of the consolidation of the units, the disbursement or disposal of the property, funds or assets of each unit shall be in a manner as determined and as prescribed by the trustee. (1/20/95)

- B. The adoption of the proposal to consolidate shall be by a two-thirds vote of the international dues paying members of each unit present and voting at the unit business meeting or the special unit business meeting listed in the notice of the proposal to consolidate. Each unit shall send a copy of the minutes of the meeting at which the proposal was adopted to the President of the region and to International Headquarters. (1/20/95)

- C. The newly formed unit shall submit, through the President of the region in which the unit will function, an application in writing to the International

DRAFT BYLAWS

Board of Trustees for the granting of a unit charter and should include with this letter the Charters of the individual Units consolidating. The President of the region may issue a provisional charter to the new unit and such unit may elect officers, collect unit and international dues and engage in usual unit activities.

- D. Upon the granting of a permanent charter to the new unit, the property, funds and assets of each unit will become the property of the new unit and the charters of the units that have consolidated shall be returned to the new unit to be kept for historical purposes. (1/20/95)

Sec. 4 In the case of the dissolution of a unit, the members paying international dues to such unit may become members of another unit of each individual members' choice, and a unit upon dissolution shall cease to be a unit of the international club. None of the funds or property of the unit shall inure to the benefit of any member. (1/20/95)

- A. A unit wishing to dissolve shall send, by first class mail, a notice of the proposal for the dissolution of the unit to all members paying international dues through the unit at least thirty (30) days prior to a business meeting or a special meeting called for that purpose. A copy of the proposal for dissolution shall be sent to the President of the Region and to International Headquarters. The copy to the Region President shall also include the unit charter and an inventory listing of the property, bank accounts and other assets owned by the unit including international club property such as blue books. The property, funds and assets of the unit shall be held in trust by the Region and the Region President shall appoint a trustee to act on behalf of the international club pending dissolution of the unit. (1/20/95)

- B. A proposal for the dissolution of a unit shall be adopted by a two-thirds vote of the international dues paying members of the unit present and voting at the business meeting or the special meeting called for that purpose as listed in the prior notice of the proposal for the dissolution of the unit. A copy of the minutes of the meeting at which the proposal was adopted shall be sent to the President of the Region and to International Headquarters. Upon a determination that the requirements for the dissolution of the unit have been met, the appointed trustee shall assign the property, funds and assets of the dissolved unit as permitted or required by federal, state, and provincial laws governing non-profit organizations. (1/19/07)

Sec. 5 A unit incorporated in a state or province may merge with another unit or it may consolidate with other units or an incorporated unit may dissolve. In all cases a unit incorporated in a state or province shall comply with the requirements as listed hereunder. (1/20/95)

- A. When an incorporated unit wishes to merge with another unit or to consolidate with other units, an attorney shall be retained by the incorporated unit for the preparation of the proper documents and to advise of all the steps

DRAFT BYLAWS

necessary to meet the legal requirements of the state or province in which the unit is incorporated. Unincorporated units wishing to merge or to consolidate with an incorporated unit shall comply with the requirements of sec. 2 or sec. 3 of this article as applicable. The incorporated unit shall notify International Headquarters of any proposal to merge with another unit or to consolidate with other units. (1/20/95)

Sec. 6 An incorporated unit proposing the dissolution of the unit shall ensure a trustee is appointed in accordance with the legal requirements of the state or province in which the unit is incorporated and an attorney shall be retained to draw up the required documents and to advise the unit of the procedures to be followed to complete the dissolution of the unit. The unit shall notify International Headquarters of the proposal for the dissolution of the unit. None of the funds or property of the unit shall inure to the benefit of any member and the unit charter and all international club property shall be returned to International Headquarters. (1/20/95)

ARTICLE VII BOARD OF TRUSTEES

Sec. 1 Major policy changes adopted by the IBT shall be communicated in writing to all Unit Presidents who shall so inform their members. (7/5/00)

Sec. 2 The policy file shall be maintained by Headquarters and may be amended by a majority vote of the IBT present and voting at a regular or special meeting called for that purpose. (7/5/93)

Sec. 3 There shall be a preparatory seminar before each of the three IBT meetings. (1/20/90)

Sec. 4 In order to facilitate early distribution of the meeting agenda for the advance notice to the board members, all agenda items should be submitted to Headquarters by December 1 for the mid-winter board meeting, May 1 for the June IBT meeting and to the Headquarters Liaison office at the rally site by June 30 for the IBT meeting following the international rally. Amendments to policy and routine matters shall be permitted from the floor. (ref. Article XVIII, Sec. 1, Page 58) (7/5/00)

Sec. 5 A mail or electronic ballot of the members of the IBT may be authorized by the Executive Committee for matters considered urgent between meetings of the IBT and a record of the contents of such ballot and the results of such shall be recorded in the minutes at the next board meeting.

See Policy 5

ARTICLE VIII REGIONS

DRAFT BYLAWS

Sec. 1 The Regions of the club and their geographic boundaries shall be as follows: (For a list of units within a Region, See Appendix #8).

- | | |
|-----------|--|
| Region 1 | Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut In The United States; New Brunswick, Nova Scotia, Newfoundland, Prince Edward Island, and Quebec In Canada. (1/7/89) |
| Region 2 | New York, New Jersey, Pennsylvania, Maryland, Delaware, Washington DC, and Ontario. |
| Region 3 | Virginia, North Carolina, South Carolina, Georgia and Florida (Except That Portion Lying In The Central Time Zone) |
| Region 4 | Michigan, Ohio and West Virginia. |
| Region 5 | Illinois, Indiana and Kentucky |
| Region 6 | Tennessee, Alabama, Mississippi, Arkansas, Louisiana, and That Portion of Florida Lying In The Central Time Zone. |
| Region 7 | Wisconsin, Minnesota, North Dakota, South Dakota and Manitoba. |
| Region 8 | Iowa, Missouri, Nebraska and Kansas. |
| Region 9 | Oklahoma and Texas Except That Portion Of Texas Lying Within The Mountain Time Zone. (6/19/81) |
| Region 10 | Montana, Idaho, Washington, Oregon, Alaska, British Columbia, Alberta, Saskatchewan, The Yukon Territory and the Northwest Territory of Canada. (1/16/09) |
| Region 11 | Wyoming, Colorado, Utah, New Mexico, Arizona, Mexico and That Portion Of Texas Lying Within The Mountain Time Zone. (6/19/81) |
| Region 12 | California and Nevada |

Sec. 2 The administrative body of each region will be a region board composed of its President, 1st Vice President and 2nd Vice President as region officers and the Presidents of all units within the region.

- A. Each region will elect as its officers, a President, a 1st and a 2nd Vice Presidents, these officers will constitute the Executive Committee of the region board. The President shall appoint a region secretary, and may appoint a region treasurer to administer region funds. The President may also appoint others to the region staff for the management and welfare of the region. The

DRAFT BYLAWS

term of office will be two years and the President, 1st and 2nd Vice Presidents shall be limited to one term in each office and service of a partial term greater than one-half of such term will be deemed as service of a full term. In the event of death, resignation, inability or refusal by the President or 1st Vice President and the newly elected 2nd Vice President to continue in office, the advancing officer shall complete the predecessor's term of office and have the option to run for one additional term in that office. Even-numbered regions will elect their officers in odd-numbered calendar years and odd-numbered regions will elect their officers in even-numbered calendar years. (6/28/10)

1. The treasurer will maintain the financial records of the region, will receive all monies and promptly deposit them in the bank approved by the Executive Board; will submit a full written report of finances to the Executive Board and the Unit Presidents Monthly Before retirement from office, the books and accounts will be reviewed by a committee selected by the incoming President. The treasurer will deliver all books, monies and property of the region promptly to the incoming treasurer.

B. In the year in which region officers are elected and installed, the region shall select a nominating committee consisting of three members from the region. This committee, with the help of unit officers and by self-nomination from the membership, will identify and consider all interested and qualified candidates for each position. The committee shall consider each candidate on the basis of qualifications without regard to the geographic area or unit of the candidate. It will be the duty of the nominating committee to nominate a slate of all candidates for each region office and to submit a written report, including resumes and vision statement of all candidates considered, to the region Executive Committee not later than July 1 of the ensuing year. The Region President will distribute the report to all Unit Presidents to be shared with the unit membership in the region within 60 days. (6/23/95)

1. Not later than January 31 of the year in which the election is to occur, the Region President shall mail to each Unit President within the region the official ballot which shall contain the name for each position as listed in the Nominating Committee report. The official ballot will be submitted to the membership of the Unit by electronic and/or mail ballot and shall be returned by the date as stated in paragraph 2 below.
2. Each Unit President will appoint an election committee to receive and count the ballots of the unit membership. The committee will compile the votes of the Unit and post them to the official ballot. The official ballots will be mailed to the region secretary prior to April 25. Ballots postmarked or electronically time stamped after that date will not be counted. All official ballots will be counted by the region secretary in the presence of at least one incumbent region officer(s). The candidate for each office receiving a plurality of the votes cast will be declared

DRAFT BYLAWS

elected. In the event a tie vote occurs, the winner will be decided by a coin toss-

3. The results of the election will be announced on or before May 5. Such notification shall be mailed and emailed to each of the regions Unit Presidents who will forward same to all its members. The Region President will certify the names of the newly elected officers to Headquarters. (7/5/93)

C. The term of office of all region officers will commence upon their installation at the international rally next following their election. All region officers will be a regular member of one of the units within their region. Region officers will not hold any other office in the international club except as hereinafter provided, or as approved by the International Board of Trustees. However, a Unit President who becomes a region officer may complete his/her term as President. (6/23/01)

D. In the event of a vacancy an officer or inability to fulfill the duties of office, the next ranking officer shall advance. When a vacancy occurs, other than by reason of expiration of the term of office of Second Vice President the Region President shall notify each Unit President of the vacancy and request their assistance in identifying interested and qualified candidates. From the candidates recommended by the Unit presidents and from any self nominations the region Executive Board will generate a slate of candidates to be submitted to the membership for their vote. Each unit will compile the vote of their membership and submit the results to the Executive Board. The office of Second Vice President will be filled by a majority vote of the membership from nominees submitted by the Region Executive Committee. To allow sufficient time for Unit Presidents to contact their members and solicit a vote by electronic and or mail the office of Second Vice President will not be filled in less than thirty (30) days from notification to Unit Presidents of such vacancy.

Sec. 4 For the purpose of providing a means of geographic representation of the International Board of Trustees, Region Presidents shall, by virtue of their office, become members of the International Board of Trustees.

Sec. 5 Region Presidents or any officer designated by them will attempt to visit all units within their respective regions at least once each year. They will consult with, assist, and advise the officers in their duties. Regions may hold board meetings, rallies, conduct caravans and engage in such other activities as deemed in the best interest of the region and its Units

Sec. 6 In the event a Unit President is unable to attend a meeting of the region board, the next ranking officer may attend such meeting.

DRAFT BYLAWS

- Sec. 7 In the event there is a need to realign or change the number of regions the IBT will be empowered to make such changes.
1. Units within any Region that is being changed or eliminated will have the choice, established by a vote of the membership of the Unit, of what region they will be affiliated.

See Policy 6

ARTICLE IX DUTIES OF RECORDING SECRETARY AND TREASURER

- Sec. 1 The Recording Secretary, in addition to duties listed in the Constitution, shall prepare a narrative account of all significant actions at the IBT meetings, which will be summarized and published in the subsequent Blue Beret. issue following the meeting.
- Sec. 2 The Treasurer will disburse funds as specified in financial management policy and within the annual budget as approved by the IBT. When the Treasurer considers it necessary, he may cross-fund within the budget to a limit of 2% of the annual budget. Funds, which are not budgeted, shall not be transferred to the budget or expended without the prior approval of the IBT.

Comment [15]:

Tom Smithson 1/2/11 9:19 PM
Why would there be any non-budgeted funds? If you are to have a balanced budget all funds are accounted for/

ARTICLE X DUTIES OF ADMINISTRATOR/MANAGER

- Sec. 1 Pursuant to the provisions of Article X, Section 4 of the International Constitution, the office administrator/general manager, under the authority of the board of trustees and the supervision of the International President, will perform the duties listed in Appendix #4, Bylaws and Policy. (7/5/93)
- Sec. 2 The duties of this position shall be performed in accordance Appendices #4 and #5. Authority to permanently remove this employee rests solely with the International Board of Trustees. The International President is the immediate supervisor of the employee under the authority granted the International President.

ARTICLE XI OFFICIAL PUBLICATIONS

- Sec. 1 The Board of Trustees may publish or cause to be published certain documents, which shall be designated official publications of the international club. At present, the Blue Beret and annual membership directory are the official club publications. (1/20/95)
- Sec. 2 The control and sale of all advertising space shall be the responsibility of the editor operating under written procedures adopted by the Executive Committee. (7/5/93)

DRAFT BYLAWS

Policy 7 Club Publications

ARTICLE XII USE OF CLUB NAME AND EMBLEM

Deleted: 1

- Sec. 1** The official emblem and insignia of the WBCCI is a blue disk with the words "Wally Byam Caravan Club International" inscribed around the outer edge and an image of the head and shoulders of Wally Byam superimposed on a world globe whose surface shows North and South America surrounded by a red compass disk. (1/21/91)
- Sec. 2** The official emblem and insignia for WBCCI lifetime members is a duplicate of the above described disk surrounded by a 1" gold strip imprinted in large black letters with the words "life" at the top center and "member" at the bottom center. (7/5/93).
- Sec. 7** The official Wally Byam Caravan Club International, Inc. Blue Beret shall be worn without the addition of any insignia other than that approved by the Board of Trustees.
- A. Any member in good standing of the international club and their dependent children and such other children who may accompany them shall be entitled to wear the emblem and other insignia as may from time to time be adopted by the board of trustees. (7/5/06)
- B. Neither the name, emblem, insignia nor the annual membership directory of the international club shall be used for any purpose other than that authorized by the board of trustees. (1/20/95)
-
-
-

ARTICLE XIII LIABILITY

- Sec. 1** Neither the club nor its officers shall be responsible for the loss of, or damage to, property; or for the injury to, or death of, a person on the premises of any club rally, or any other club function, this freedom from responsibility for the loss or damage to property shall apply regardless of whether such property shall be received by any member or officer, or left on the premises of said rally or other club function.

ARTICLE XIV PUBLIC RELATIONS

DRAFT BYLAWS

- Sec. 1** The International President, the Region Presidents and the Unit Presidents, or any members specially designated by any of them, may confer the title "Honorary Caravanner" or "Honorary Member" upon any person not a member of the Club The titles, "Honorary Caravanner" and "Honorary Member" confer none of the privileges of membership other than the privilege of wearing the beret.

ARTICLE XV FINANCIAL MANAGEMENT

- Sec. 1** Conflict of Interest Policy: No transactions or arrangements will be entered into that would result in a violation of the Conflict of Interest Policy. All officers or directors/trustees are required to read and comply with policy (Appendix 16). (1/16/09)
- Sec. 2** Income from International Rally fees may be deposited in a checking account in the name of "Wally Byam Caravan Club International, Inc. Rally fund" at a FDIC bank in the city closest to the International Rally site of that year. All indebtedness relative to the International Rally will be paid from this account. (7/5/10)
- Sec. 3** Advance funds for an international rally shall be created by the transfer of funds from the general fund of the international club as authorized by the International President. At the financial close of an international rally, the funds advanced shall be repaid to the general fund and any balance remaining after the repayment of the advanced rally funds shall be transferred to the general fund of the international club. Any deficit to the fund of an international rally shall be paid from the general fund of the international club. (1/19/96)
- Sec. 4** The International Rally Committee shall prepare and distribute a detailed report and financial statement of the International Rally no later than October 1 following the International Rally. (1/23/10)
- Sec. 5** A motion presented to the IBT that may have cost implications, beyond the usual clerical expenses shall be accompanied by a financial impact statement setting forth the estimated costs of implementing such motion. This should be an annual cost impact with a 5-year projection. (7/5/09)

Policy 8 Financial Management

ARTICLE XVI DELEGATE VOTING

- Sec. 1** A delegate to the annual meeting shall cast only the total votes cast of the constituent unit as determined by a vote of the regular members present and voting

DRAFT BYLAWS

at a regular or special meeting called for that purpose. A unit may also allow voting by electronic mail, regular mail or facsimile for regular members unable to attend said meetings. Should such balloting be used no vote may be taken of the members attending the business meeting where the members vote will be reported on those issues on the ballot. The actual votes cast by the Unit shall be brought to the Delegates meeting and reported as the Units vote. If a unit uses a voting method other than a regular or special meeting to cast their members' votes, it must take steps to ensure the accuracy and validity of the vote. Votes from those not in attendance at the meeting at which voting is reported must be received by the Unit no later than five (5) days before the start of the meeting at which the vote is to be reported. The Unit President must insure these votes are kept confidential and not announced until the meeting where the vote is to be reported.

Sec. 2 Voting on procedural matters at the Delegate meeting shall be as the delegate sees fit, voting one vote per unit.

Sec. 3 The election of the two members of the International Nominating Committee by the delegates at the annual delegates meeting shall be by plurality vote. (1/19/96)

See Policy 9

ARTICLE XVII AMENDMENTS

Sec. 1 These Bylaws may be amended by two-thirds (2/3) vote of the IBT present and voting at a regular or special meeting called for that purpose provided the proposed amendment shall have been submitted to all members of the IBT in writing five (5) days prior to such meeting. Notice of proposed amendments may be given in less than five (5) days, however, a nine-tenths (9/10) vote of the board shall be required for adoption. (7/5/93)

Sec. 2 At the Delegates Meeting the Delegates shall have full authority to review and request the IBT, by majority vote of the Delegates, to rescind or amend any Bylaw change made by the IBT. Such request shall be submitted to HQ by March 1 and will be mailed to the Units with the April 1 Delegates package.

Sec. 3 Individual Units may propose Bylaw changes to the International Bylaws by a majority vote of the paid members of the Unit. Any such Bylaw proposal passed by a Unit will be submitted to the Regional President who will present the motion to the next IBT meeting.

Sec. 3 Such amendments shall become effective upon adoption, unless otherwise provided. (1/20/90)