

Classic RV Club Bylaws

(Revised 8/23/08)

ARTICLE I – NAME OF ORGANIZATION

- 1:1 The CLASSIC RV CLUB is to be the name of this organization, formed according to and under the laws of the State of Oregon.

ARTICLE II – OBJECTIVES

- 2:1 The purpose of this organization is primarily a social group for the purpose of encouraging the RV lifestyle, fostering friendships, and enjoying the outdoors.

ARTICLE III – NON-PROFIT STATUS

- 3:1 The organization and any local chapters shall operate without profit to any members or officers thereof. All monies accruing to this organization or to any chapters is to be used only to realize the objectives stated above in Article II.

ARTICLE IV – BUSINESS OFFICE LOCATION

- 4:1 The principle address and business office of this organization is to be the same as that of the publisher of the CLASSIC RV CLUB NEWSLETTER.

ARTICLE V – FISCAL YEAR

- 5:1 The fiscal year of the CLASSIC RV CLUB shall run from January 1st to December 31st.

ARTICLE VI – MEMBERSHIP

- 6:1 Membership in this organization is to be for those persons interested in the RV lifestyle.

ARTICLE VII – VOTING RIGHTS

- 7:1 Memberships will include up to two (2) adults and their children, with each adult member being assigned one (1) vote. Children under 18 years old shall be accorded courtesy privileges under a parent/parents membership but shall not have voting rights.
- 7:2 Each active member in good standing may cast a proxy (absentee) vote if not present at the club meeting where such vote occurs for club Officers, ByLaws changes, annual club budget, or vote on any other club business announced in advance; proxy votes may not be cast on items brought up for vote at a club meeting unless vote is deferred to a later meeting. Proxies must be signed and delivered to the President in a sealed envelope; email proxies, unsigned proxies, or open proxies will not be accepted.

ARTICLE VIII – GOVERNING BODY

- 8:1 This organization shall be directed and managed by a five (5) member Board of Officers who are to have the power to conduct all general business of the club, subject to these ByLaws, and to make general rules consistent with the objectives of the club.

ARTICLE IX – ELECTIONS

- 9:1 At each annual meeting, the members shall elect officers to all expiring terms. All terms are to be for a two-year period. Terms of office are to begin immediately following these elections.
- 9:2 Each elected officer must be a member in good standing of the club.
- 9:3 No compensation for their services is to be received by any officer of the club.

NOTE: Latest version of this document can be found on the Classic RV Club website: www.classicRVclub.org/ClubInfo/ClubByLaws.pdf

NOTE: Line to right of paragraph indicates changes adopted 8/23/08

ARTICLE X – BOARD OF OFFICERS

- 10:1 OFFICERS:
- a. The Board of Officers shall consist of an elected President, Vice President, Secretary, and Treasurer plus the Wagon Master as an ex officio member by right of office.
 - b. The Board may appoint any committees they deem appropriate and necessary.
- 10:2 The duties of this board are to manage all business affairs of the club and to oversee all appointed committees.
- 10:3 The President will call a Board meeting of newly elected and retiring Officers as soon after the annual meeting as possible in order to implement an orderly transition of duties. The President may call additional Board meetings as deemed necessary to conduct necessary and appropriate business with a minimum of ten (10) days written notice. Additional meetings of the Board may be held at any regularly scheduled club outing/meeting without prior notice as long as a quorum of the Board is present. After any Board meeting, the Secretary will notify Officers not present of any actions taken.
- 10:4 A quorum of the Board of Officers shall consist of three (3) of the five (5) official Board members. In the event that a Board member(s) has resigned, a quorum shall consist of at least 50% of the remaining active Board members.
- 10:5 Resignation by any Officer can be accomplished by giving written notice to any other member of this board.
- 10:6 If a member of the Board of Officers is unwilling or unable to perform the assigned duties of their elected position or is absent from more than three (3) consecutive club outings without contact or explanation to any of the Board members, the remaining Board members may vote to declare the position vacant after written notice of their intent with allowance for a minimum of ten (10) days for response.
- 10:7 Vacancies on the Board of Officers are to be filled by appointment by the remaining members of the Board. Appointed Officers are to remain in office until the next annual meeting; they may be nominated to permanently fill the position by the Nominating Committee.
- 10:8 Each Board Member is to have one (1) vote in matters governed by the Board.

ARTICLE XI – DUTIES OF ELECTED OFFICERS

- 11:1 PRESIDENT:
- a. Shall act as the Chief Executive Officer of the club and shall supervise the direction of the club and it's officers subject to the Board of Officers.
 - b. Shall conduct all meetings and serve as a contributing member of all committees except nominating committees.
 - c. Shall be responsible for enforcement of these ByLaws.
- 11:2 VICE PRESIDENT:
- a. Shall assume the duties of the President in his or her absence or unwillingness to act, as defined by the Board of Officers.
 - b. Shall appoint the Nominating Committee and serve on this committee in accordance with Article 12:4.
- 11:3 SECRETARY:
- a. Shall keep a complete record of all meetings of the club and of the Board of Officers, conduct all official correspondence, and give required written notice of all meetings.
 - b. Shall keep a current record of members and Officers.
 - c. Shall receive reports of all committee meetings.

- d. Shall serve as Publisher for the Club's Newsletter and oversee its production.
- e. Shall assume the duties of the President in the absence of the President and the Vice President.

11:4 TREASURER:

- a. Shall receive and promptly deposit all funds of the club, keeping an accurate record of these transactions.
- b. Shall disburse these funds according to the direction of the board.
- c. Shall collect all monies due the club.
- d. Shall report the status and amounts of these funds at each club meeting, and give a yearly Treasurer's report at each annual meeting.
- e. Any other member or officer collecting monies from club members shall thereupon turn said monies over to the Treasurer.
- f. In the event the treasury falls below three hundred (300) dollars, the treasurer shall notify the board of the occurrence.
- g. Shall assume the duties of the President in the absence of the President, Vice President, and Secretary.

11:5 WAGON MASTER:

- a. Shall locate and secure campsites for future club outings.
- b. Shall locate and secure facilities suitable for club dinners or meetings if so needed.
- c. Shall notify campout host of upcoming events in a timely manner.
- d. Shall arrange campouts for the next year and present the dates and locations at the annual club meeting or as soon thereafter as possible.
- e. As an ex officio member of the Board, the Wagon Master will not serve in the succession to the President.

ARTICLE XII – COMMITTEES

12:1 All committees are to be appointed and all committee terms are to be set by the Board of Officers.

12:2 No committee member shall take public any policy or new program before it has been approved by the Board.

12:3 All committees shall report to the Board of Officers.

12:4 NOMINATING COMMITTEE

- a. A Nominating Committee is to be appointed by the Vice President a minimum of three (3) months prior to the annual meeting and will consist of three (3) active club members, including the Vice President.
- b. The Nominating Committee must offer to the general membership a list of candidates for each Board position to be filled, in writing, a minimum of one (1) month prior to the annual meeting.
- c. Opportunity will be given for nominations or volunteers from the general membership for positions to be filled in addition to names presented by the Nominating Committee; the ballot presented at the annual meeting must make provision for write-ins for each elected position.
- d. The Nominating Committee shall provide the Secretary a final list of candidates for each Board position to be filled a minimum of four (4) weeks prior to the annual meeting.

ARTICLE XIII – INDEMNIFICATION

- 13:1 This organization shall indemnify any wholly successful Officer, on merit or otherwise, in the defense of any proceeding to which said Officer was a party as a result of being an Officer of the organization against reasonable expenses incurred by the Officer in connection with the proceeding.

ARTICLE XIV – MEMBERSHIP MEETINGS

- 14:1 General membership meetings shall be held annually in August at which time all expiring elected positions on the Board of Officers will be filled by a majority vote of the quorum and any other business coming before the membership will be conducted.
- 14:2 The Secretary will send written notice by postal mail to the entire active club membership at least two (2) weeks prior to the annual meeting.
- 14:3 The Secretary will send a ballot for Board positions to be filled to all active club members a minimum of two (2) weeks prior to the annual meeting.
- 14:4 Special meetings will be convened by the President after receiving written request from at least ten (10) percent of the general membership. The Secretary shall notify members, in writing, of the specific purpose or purposes and of the date and location of said meeting.
- 14:5 The presence of a majority (51%) of the active club membership at any club meeting, in person or represented by proxy, shall constitute a quorum. The members present at any meeting at which a quorum is initially present may do business until adjournment or until a quorum is no longer present.
- 14:6 An information-only meeting should be held at any club outing/meeting in order to keep club members informed about other members and upcoming events and give members a chance to bring their ideas and concerns to the club membership. A quorum must be present in order to conduct any business where a vote is required.

ARTICLE XV – MEMBERSHIP FEES

- 15:1 Membership dues shall be set by a vote of the general membership at the annual meeting; payment will be due on October 1st of each calendar year and considered past due 90 days thereafter. Any member who does not pay dues for the upcoming year shall be dropped from the membership roles.
- 15:2 Shall a member resign their membership in the club, the unused portion of the annual dues will not be refunded and their name will be removed from the Roster.
- 15:3 Reinstatement of membership shall be accomplished by application as a new member.
- 15:4 New members dues will include a one-time charge for the club notebook; dues for new members joining after the annual meeting will be charged half price.

ARTICLE XVI - PARLIAMENTARY AUTHORITY

- 16:1 The Parliamentary authority of this club shall always be the current edition of ROBERT'S RULES OF ORDER.

ARTICLE XVII – LOCAL CHAPTER RULE ADOPTION

- 17:1 Local chapters of this organization organized under the name CLASSIC RV CLUB shall be governed by these ByLaws and by their additional chapter ByLaws, which cannot supersede these initial ByLaws.

ARTICLE XVIII – AMENDMENTS

- 18:1 These ByLaws may be amended, new ByLaws adopted, or specific ByLaws repealed by a two-thirds (67%) affirmative vote of the membership present or represented by proxy at any regular club meeting where a quorum exists.
- 18:2 The Board of Officers may recommend the adoption, amendment, or repeal of these ByLaws. Notice of proposed vote and a copy of the proposed changes must be provided to the entire active club membership, in writing, by the Secretary at least two (2) weeks prior to the club meeting where such vote is scheduled.
- 18:3 Adoption, amendment, or repeal of these ByLaws may be referred to the club membership in writing at any club meeting by signature of at least 20% of the active club membership. If further action is approved by majority vote of the club membership present, subject to the quorum requirement, the proposed change(s) will be referred to the entire club membership in accordance with Article 18:2.

ARTICLE XIX – DISSOLUTION

- 19:1 Upon dissolution or liquidation of this organization all assets are to be transferred one half (1/2) to the State of Oregon State Parks Division and one half (1/2) to the State of Washington State Parks Division.

ARTICLE XX – CLUB EXPENDITURES

- 20:1 The Board of Officers will present a proposed budget for the following fiscal year for approval at the annual club meeting. Budget should cover anticipated income, expenditures for approved club activities (such as club newsletter, club webpage, member notebooks, annual updates of member information, etc.), as well as contingency budget for unanticipated expenses.
- 20:2 Proposed club dues for the following fiscal year based on the proposed budget will be presented by the Board of Officers.
- 20:3 If the budget for club expenditures or the proposed club dues are altered by action of the club membership at any meeting, the Board of Officers will bring a revised budget and dues proposal, or proposal for an alternative source of revenue, for approval by the club membership at the next regularly scheduled club meeting.
- 20:4 Authorized expenditures may be made against the proposed budget during the fiscal year without further approval by the club membership. The Treasurer will monitor expenditures tendered for reimbursement and bring any anomalies to the attention of the Board of Officers for further action.
- 20.5 If expenditures in any area exceed the budgeted amount by more than 10%, the Board of Officers must bring a recommendation to the club membership at the next regular club meeting to authorize a budget increase. If the budget increase is not authorized, further expenditures in that area will cease until the budget for the next fiscal year becomes effective.