

STANDARD OF CONDUCT

To always conduct ourselves responsibly when interacting with the public and fellow members, recognizing that we represent the Wally Byam Caravan Club International. This representation is an assurance of a commitment to courtesy on the road and good will to all peoples and countries.

To dedicate ourselves to the work of cementing together the members of WBCCI in bonds of good fellowship and mutual understanding.

To always conduct ourselves as examples to others engaged in recreational vehicle travel, to inspire them to a full appreciation of the intent of our commitment to Fun, Fellowship and Adventure and to this standard.

To always carry out our activities in a manner that leaves our camps in a better condition than when we arrived.

CONSTITUTION

ARTICLE I

NAME OF CORPORATION

Sec. 1 This organization, existing as a nonprofit corporation under the laws of the State of Ohio, shall be known as the Wally Byam Caravan Club International, Inc., sometimes hereafter referred to as WBCCI. It is also known as "the Airstream RV Association".

ARTICLE II

CLASS OF CORPORATION

Sec. 1 The Wally Byam Caravan Club International, Inc., is a nonprofit corporation and no part of its income or profits shall inure to the benefit of its members.

ARTICLE III

VISIONS, MISSIONS AND OBJECTIVES

Sec. 1 **Vision Statement.** WBCCI maintains its unique position of strength and visibility among recreational vehicle organizations as the recreational vehicle club of choice for Airstream owners.

Sec. 2 **Mission Statement.** WBCCI is a diverse community of Airstream owners with a commitment to Fun, Fellowship and Adventure.

Sec. 3 **Objectives.** The objectives of WBCCI shall be:

To furnish encouragement and assistance in the development of member activities;

To afford opportunities for outdoor fraternization of recreational vehicle owners;

To encourage safe driving and assist in improving the general welfare of the recreational vehicle public through assistance and active participation of all its members in building a strong organization for the betterment of good will toward recreational vehicle travel;

To cooperate with other organizations within its sphere of interest;

To disseminate information of an advisory and educational nature which will be of value to its members and the public;

To study, advise and recommend legislation in the interest of the recreational vehicle public and to oppose legislation which is discriminatory and injurious to the recreational vehicle public; and

To encourage government and private agencies to provide more and better recreational vehicle parks and facilities.

ARTICLE IV OFFICES

- Sec. 1** The offices of the WBCCI, sometimes hereafter referred to as Headquarters, shall be maintained at 803 E. Pike Street, Jackson Center, Ohio 45334, USA, or at such other place as the Board of Trustees may designate.

ARTICLE V POWERS

- Sec. 1** The powers of the International Club shall be:
- A.** To advise groups of WBCCI members chartered or approved by the International Board of Trustees (IBT).
 - B.** To manage, supervise and administer the activities, affairs, property and funds of the WBCCI.
 - C.** To conduct any business for the benefit of the WBCCI.

ARTICLE VI QUALIFICATIONS OF MEMBERS

Sec. 1 An adult who owns a hard sided recreational vehicle manufactured by Airstream, Inc. shall be eligible for membership.

Sec. 2 Regular Member

- A. An applicant for membership, upon written application and the payment of Unit and International dues, shall be a Regular Member of a Unit and the WBCCI.
- B. Ownership, except as otherwise provided herein, of a recreational vehicle as defined in Sec. 1 of this Article, and the payment of annual Unit and International dues to a Unit is prerequisite to retaining membership as a Regular Member.
- C. Such Regular Members shall possess all the rights and privileges of the International Club, including the right to retain their membership number, except that those who have relinquished their membership number and are to be reinstated as regular Members in a Unit and the International Club shall be assigned a new membership number by Headquarters.
- D. A Unit shall not establish other requirements for an applicant to be a member of a Unit.

Sec. 3 Member at Large (MAL)

An applicant for membership at large who owns a recreational vehicle as defined in Sec. 1 of this Article, upon written application to Headquarters and the payment of International dues and a surcharge, as set by the IBT, shall be a MAL of the WBCCI. A MAL shall possess all the rights and privileges of the club, except the right to vote or hold office in a Unit or Area.

Sec. 4 All Members, who were in good standing when they sold their recreational vehicle as defined in Sec. 1 of this Article may, upon request, retain their membership as Members, provided such members do not own another brand of recreational vehicle, except such Members may own another brand of recreational vehicle that is parked in a permanent or semi-permanent location to be used by the members as a vacation facility or as a home.

Sec. 5 As many as ten (10) officers and employees of Airstream, Inc. who do not own a recreational vehicle as defined in Sec. 1 of this Article, may be

members at any one time, provided they have the use of such an Airstream, Inc. - owned vehicle in which to participate in WBCCI activities.

ARTICLE VII

REVENUE AND DUES

- Sec. 1** The IBT shall fix and determine the amount of the WBCCI annual membership dues and such dues shall be levied and collected in advance on a calendar year basis. Multiples of up to three years' dues may be collected in the current year on or before December 31.
- Sec. 2** The WBCCI membership dues, except those from MAL, shall be collected through the WBCCI Units and all International dues so collected shall be forwarded to the WBCCI Headquarters. In the case of a Unit in the process of formation, International dues shall be collected through the provisional Unit and forwarded to the WBCCI Headquarters. Dues of MAL and the established surcharge shall be collected by the WBCCI Headquarters.
- Sec. 3** Members may purchase a Lifetime Membership by paying the established one-time fee for Lifetime International Dues to Headquarters.

OFFICERS AND THEIR ELECTION

ARTICLE VIII

INTERNATIONAL OFFICERS

- Sec. 1** The International officers of the WBCCI shall be a President, a First Vice President, a Second Vice President, a Recording Secretary, and a Treasurer.
- Sec. 2** All International officers shall be elected directly by the Members.
- Sec. 3** The President, First Vice President and Second Vice President shall be elected for a term of one (1) year and shall take office on July 1 following their election. These officers shall not serve more than one elected term in any one office. The Recording Secretary and Treasurer shall be elected for two (2) year terms with the Recording Secretary elected in the even numbered years and the Treasurer elected in the odd numbered years. The Recording Secretary and Treasurer shall take office on July 1 of the year following their election to allow for familiarization with the duties of their offices and they may serve more than one (1) term if elected.

Sec. 4 A vacancy in the office of Second Vice President shall be temporarily filled by the IBT. In the event that a vacancy shall occur at a time when the Board is not in session, the President may, with a majority consent of the members of the IBT, appoint a temporary Second Vice President for the remainder of the term of office.

Sec. 5 A vacancy in the office of the Recording Secretary or Treasurer shall be filled by the IBT. In the event that a vacancy shall occur at a time when the Board is not in session, the President shall appoint a Temporary Recording Secretary or Treasurer, as the case may be., and the vacancy shall be filled at the next session of the IBT.

Sec. 6 In the event of a vacancy in the office of the President, or a Vice President, or their inability to fulfill the duties of that office, the next ranking Vice President shall assume the duties of that office and shall complete the unfinished term of the office so vacated and shall be eligible to be elected to that office for the succeeding year.

ARTICLE IX DUTIES OF INTERNATIONAL OFFICERS

Sec. 1 The President shall preside at all meetings of the IBT and the Executive Committee; shall enforce the Constitution, Bylaws and Policy; shall apportion Headquarters office time and services to the various committees, rallies, and other club business; and shall have such other powers and duties as normally pertain to the principle office holder, as prescribed in the parliamentary authority adopted by the WBCCI. The President shall not be entitled to vote except when members are equally divided on any question.

Sec. 2 The Vice Presidents shall attend all meetings of the International Club, the IBT and of the Executive Committee and they shall assist the President in the conduct of the Club's business. Each Vice President may recommend a site and dates on which to hold an International Rally during the year in which they will serve as International President,. The dates shall be between July 1st and the end of the 3rd full week of August. The site and dates shall be approved by the IBT upon the recommendation of the Vice President with concurrence of the Executive Committee.

Sec. 3 The Recording Secretary shall attend and record the minutes of all meetings of the IBT and the Executive Committee; shall advise the President as to whether or not a quorum is present; and shall deliver the minutes to Headquarters within ten (10) days after each meeting.

Sec. 4 The Treasurer shall be responsible for the receipt, disbursement, investment, accounting, and reporting of all funds of the International Club, within the budget approved by the IBT, and as prescribed in the International Bylaws and Policy. This responsibility includes financial statements and reports as prescribed in the International Bylaws and Policy, and interim reports as may be further directed by the Executive Board and the Board of Trustees. The Treasurer, or a deputy appointed by the Treasurer, shall sign all checks. The Treasurer shall attend all meetings of the IBT, and the Executive Committee.

ARTICLE X INTERNATIONAL BOARD OF TRUSTEES

Sec. 1 The administrative body of the WBCCI is the IBT. The IBT shall consist of the International President, the First Vice President, the Second Vice President, the Recording Secretary, the Treasurer, and the President of each Area of the WBCCI. The Immediate Past International President and a Trustee who shall be the Chief Executive Officer of Airstream, Inc. or an Executive Officer of Airstream, Inc. as may be designated by said Chief Executive Officer, shall be non-voting members of the IBT. In the event the Area President is unable to be present at a meeting of the IBT, the next ranking Area Vice President, in the order 1st and 2nd shall sit with the IBT at that meeting as a voting member representing that Area in all matters coming before the IBT. Except as provided in Article VIII of this Constitution, each member of the IBT shall serve until a successor is appointed or elected, or the member's resignation is accepted by the Board.

Sec. 2 The IBT shall have supervision over the financial affairs of the Club including the adoption of a balanced operating budget, and it shall designate the bank or other depositories in which funds of the Club are to be deposited, and shall designate the persons who shall draw funds thereupon. The IBT shall have supervision over all real and personal property of the Club, including the disposal and distribution thereof in the event of the dissolution of the WBCCI or a Unit thereof, except a unit incorporated in another state or province, all within Section 1702.49 of the Ohio Revised Code. It may hold meetings at a time and place designated by the International President and special meetings may be called by the International President or by six (6) members of the IBT or at the signed request of one thousand (1000) members in good standing.

Sec. 3 The IBT shall define the Bylaws and policies of, and shall have full administrative authority in all matters pertaining to the WBCCI and shall exercise general control and supervision of all officers and committees.

- Sec. 4** There shall be two (2) meetings of the IBT each year. One such meeting shall be held within the first five (5) days of July of the year in which the IBT is elected, and one during the first calendar quarter. The President may call special meetings of the IBT upon giving the members thereof ten (10) days prior written notice of the time and place of any such special meeting.
- Sec. 5** A quorum of the IBT shall consist of a majority of members.
- Sec. 6** A member of the IBT shall hold no elected International, Area or Unit office or position other than that office or position which places him on the IBT.
- Sec. 7** The IBT and Special and Standing Committees of the IBT may transact business in person, by mail or electronic communication provided all IBT and Committee Members are notified. Electronic communication includes but is not limited to telephone, telecopy or any other electronic means which allows each committee member to communicate with all others. Written notification includes by electronic means with verification of receipt required.

ARTICLE XI EXECUTIVE COMMITTEE

- Sec. 1** The International Executive Committee shall consist of the President, the First Vice President, the Second Vice President, the Recording Secretary, the Treasurer, and the Immediate Past International President.
- Sec. 2** The Executive Committee shall have general supervision of the affairs of the Club between meetings of the IBT. The Committee shall be subject to the orders of the IBT, and none of its acts shall modify any action taken by the IBT. It shall perform such other duties as are specified in the Constitution, Bylaws and Policy of the WBCCI. It shall be responsible for the approval of the WBCCI's annual balanced operating budget prepared by the Budget Committee and shall submit the same to the IBT for adoption.
- Sec. 3** The Executive Committee shall meet immediately preceding the IBT scheduled meetings. The International President shall be the Chairman of the Executive Committee and shall have the power to convene meetings thereof upon giving each member five (5) days prior notice of the date

and place of any meeting so convened. Also upon written request of five (5) members of said Executive Committee and after five (5) days' notice, a meeting of the Executive Committee can be convened. A quorum of the Executive Committee shall be a majority of the members.

Sec. 4 The WBCCI may, upon a nomination by the Executive Committee and with the approval of the IBT, hire an employee who shall be responsible for the administration and general management of the WBCCI. This employee shall operate under the authority of the International President and the IBT in accordance with the job descriptions, conditions of employment and club operating procedures as established by the IBT and prescribed in the Bylaws and Policy of the club.

Sec. 5 The Executive Committee may transact business between regularly scheduled meetings in person, by mail or electronic communication provided all Committee Members are included. Electronic communication includes but is not limited to telephone, telecopy or any other electronic means which allows each committee member to communicate with all others. Any such business shall be ratified at their next regularly scheduled meeting.

ARTICLE XII

CLUB ORGANIZATION

Sec. 1 The IBT may charter Units as shall be deemed in the best interest of the WBCCI. The IBT shall organize such Units into Areas and shall fix and determine their geographic boundaries. Areas shall represent an approximately equal number of members. At no time shall there be fewer than five (5) Areas. Said Units and Areas shall be bound by the Articles of Incorporation, Constitution, Bylaws, and policy of the WBCCI as then in existence and as thereafter amended. If an individual Unit is incorporated, it shall be bound by its Articles of Incorporation.

Sec. 2 Applications for Unit Charters shall be made in writing to the IBT through the President of the Area in whose geographic area the proposed Unit seeks to organize. The Area President may, upon being satisfied that the proposed Unit has complied with the minimum qualifications, as fixed by the IBT, issue to such proposed Unit a provisional charter. Any such charter so issued shall terminate on the First of July next following the date of its issuance unless sooner terminated by action of the IBT in granting or denying such application. A Provisional Unit may elect officers,

collect Unit and International dues and engage in usual Unit activities, with the exception of participation on the Area Board.

Sec. 3 The minimum number of members necessary to obtain or retain a charter, shall be ten (10). All rules, regulations and qualifications for a Unit Charter shall be fixed and determined by the IBT, and upon granting a Unit Charter, assign such Unit a name. All Units shall hold not less than two (2) rallies or caravans each year at which members attend with their recreational vehicles as defined in Article VI, Sec.1.

Sec. 4 The IBT may suspend or revoke the Charter of any Unit for failure to abide by the Constitution or Bylaws and Policy of the WBCCI. Before any Unit Charter may be suspended, or revoked, the IBT shall notify the officers of such Unit, in writing of the violation on which the contemplated action is based. It shall provide an opportunity for a hearing including the opportunity to show willingness to cure and correct circumstances surrounding the alleged violation.

ARTICLE XIII MEMBERS' ANNUAL ELECTION OF OFFICERS

Sec. 1 Annually the members will directly vote for the International Officers and two (2) Nominating Committee members. The members will be notified of the slate of candidates by publication in the April issue of *The Blue Beret* and by electronic means, when the member has selected this form of communication and notified Headquarters of this choice.

Sec. 2 A ballot containing the slate of candidates seeking International Offices and the Nominating Committee positions will be distributed by mail or other authorized communication equipment and posted on the WBCCI web site. The member may vote by returning a completed ballot by mail or authorized communication means to Headquarters for receipt no later than June 1st.

Sec. 3 Headquarters will tabulate the results of the balloting by June 10th and notify the individuals elected and the IBT. The membership will be notified of the election results in the next issue of the *Blue Beret* and by electronic communications and posting on the WBCCI web site.

ARTICLE XIV NOMINATING COMMITTEE

- Sec. 1** The Nominating Committee shall consist of three (3) members, the Chairman of which shall be elected by the IBT at their first meeting. The other two members shall be elected directly by the members.
- Sec. 2** The Nominating Committee shall verify that all candidates are Members in good standing. Names may be proposed by any WBCCI member, including one's self, by the IBT and by any member of the Nominating Committee. The names of candidates submitted for consideration shall be accompanied by a written statement of such candidate qualifications including experience relative to and vision for the position they are seeking and of their willingness to serve in the office. Such statement shall be received by the Nominating Committee by December 31 in the year preceding the election year. The Nominating Committee shall meet at least once thereafter.
- Sec. 3** The Nominating Committee shall interview all verified candidates and prepare a report listing the slate of candidates in alphabetical order for each position. The report will include recommendations of those candidates who have met the minimum qualifications as found in the Bylaws and are most qualified for the position they are seeking.
- Sec. 4** The report of the Nominating Committee along with the written statements of verified candidates received by the Nominating Committee by December 31, shall be submitted to Headquarters not later than February 15th of each year for publication in the April issue of *The Blue Beret*.
- Sec. 5** The Nominating Committee may transact business in person, by mail or electronic communication provided all Committee Members are included. Electronic communication includes but is not limited to telephone, telecopy or any other electronic means which allows each committee member to communicate with all others.

ARTICLE XV BYLAWS AND POLICY

- Sec. 1** Bylaws and Policies **not inconsistent** with this Standard of Conduct and Constitution which embody additional provisions for the governance of the WBCCI **may be adopted by the IBT**.

ARTICLE XVI

MEMBERS' CAUCUS

- Sec. 1** **There shall be a Members' Caucus** scheduled during the summer months or at a scheduled International Rally, if needed, to address proposed amendments to the Standard of Conduct or Constitution. Discussions at the Members' Caucus shall serve to inform members and the originators of proposed amendments about concerns, possible modifications and benefits of the proposal before a direct vote by members takes place.
- Sec. 2** All WBCCI members may attend and participate in a Members' Caucus.
- Sec. 3** Headquarters will prepare the Members' Caucus agenda which will include any proposed amendments to the Standard of Conduct or Constitution submitted in accordance with Article XVII, or any item proposed for discussion by the Executive Committee, the IBT, an Area or Unit. The agenda will be published in *The Blue Beret* and on the WBCCI website at least thirty (30) days prior to the Members' Caucus.
- Sec. 4** The International President will preside at the Members' caucus. Members may deliberate any agenda item.

ARTICLE XVII

PARLIAMENTARY AUTHORITY

- Sec. 1** The rules of the current edition of *Robert's Rules of Order Newly Revised* shall govern the proceedings of the WBCCI in all cases, International, Area and Unit, to which they are applicable and in which they are not inconsistent with the Constitution, Bylaws, Special Rules of Order, and any statutes applicable to the WBCCI that do not authorize the provisions of the WBCCI to take precedence.

ARTICLE XVIII AMENDMENTS

- Sec. 1** **Any chartered Unit, Area Board, the IBT, or the International President may submit in writing to Headquarters a proposed amendment** to this Standard of Conduct or Constitution.
- Sec. 2** **Headquarters will send any such proposed amendment to the Constitution and Bylaws Committee** within two (2) business days of receipt.

- Sec. 3** The Constitution and Bylaws Committee will review the proposed amendment, which will include consulting with the WBCCI Parliamentarian regarding its compliance with the Parliamentary Authority. This report will be sent to Headquarters within twenty-one (21) calendar days of the receipt of the proposed amendment by the Constitution and Bylaws Committee.
- Sec. 4** Headquarters will return the proposed amendment along with the Constitution and Bylaws Committee report to its originator within two (2) business days of receipt from the Constitution and Bylaws Committee.
- Sec. 5** The originator of the proposed amendment, upon receipt of the report, may modify the proposal, if necessary, following the procedures of the Unit, Region or IBT to accommodate any non-compliance and return it to Headquarters who will process it as in Sec. 3 of this Article.
- Sec. 6** The proposed amendment with the report of the Constitution and Bylaws Committee will be placed on the agenda of the Members' Caucus. The agenda will be published in *The Blue Beret* and posted on the WBCCI web site.
- Sec. 7** After the Members' Caucus, Headquarters will prepare a ballot including the originators' final proposed amendment and the final report of the Constitution and Bylaws Committee. This ballot will be distributed to the members for their direct vote by mail or authorized electronic means. The members will return their completed ballot to Headquarters by the date indicated on the ballot.
- Sec. 8** Headquarters will tally the returned votes within five (5) business days following the return date. The results will be sent to the originator of the proposed amendment and the IBT. Then the results will be published in the next issue of *The Blue Beret* and posted on the WBCCI web site.