

**FAMILY MOTOR COACH ASSOCIATION
TRI-STATE TRAVELIERS
CHAPTER BY-LAWS**

ARTICLE I - CHAPTER NAME

The name of this not-for-profit organization shall be the TRI-STATE TRAVELIERS Chapter of the Family Motor Coach Association, Inc., hereinafter referred to as Chapter and FMCA.

ARTICLE II - OBJECT

1. **PURPOSE:** This Chapter exists to promote social, recreational, and informational exchange activities that provide for the enjoyment and pleasurable use of family member recreational vehicles (RVs).
2. **AREA:** This Chapter shall be authorized to function in the FMCA Great Lakes Area.
3. **SCOPE:** This Chapter will predominately have members drawn from Southwestern Ohio, Southeastern Indiana, and Northern Kentucky generally within a radius of 150 miles of Cincinnati, Ohio.

ARTICLE III - MEMBERS

1. **ELIGIBILITY:**
 - A. To be eligible for and to maintain membership in the Chapter, a person must be in good standing with FMCA, and meet the dues requirement and provisions set forth in the By-laws of this Chapter.
 - B. Membership in this Chapter shall be open to any family unit or individual regardless of race, age, gender, national origin, religion, marital status, or disability.
2. **DEFINITIONS:**
 - A. The term "family unit," is defined as a person; his or her spouse, or partner; dependents of each, regardless of age; non-dependent grandchildren and great-grandchildren aged 18 and under.
 - B. The term "membership," is defined as either a family unit or an individual or individuals owning a qualifying RV who share an FMCA membership number. The term "member," is defined as each adult who, jointly or individually, constitutes a membership. The rights of each member are defined in the description of each category contained in Article III (3) of the FMCA By-laws.
 - C. The term qualifying RV is defined as a "self-contained wheeled vehicle that includes permanently installed cooking, sleeping, and sanitary facilities."
3. **VOTING AND HOLDING OFFICE:** A member must own a qualifying RV or at least 1/3 interest in a qualifying RV in order to vote or hold office in this Chapter.

4. DUES AND FEES:

- A. ANNUAL DUES: Annual payment of Chapter and National dues enables persons to become active members and entitled to all rights and privileges of the Chapter and FMCA. The annual dues for membership in the Chapter shall be an amount established by the Chapter's membership.
- B. RENEWAL: Renewal dues from Chapter members become due and payable each December 1st.
- C. INITIAL APPLICATION: Application for new membership shall be accompanied by payment of annual Chapter and National dues (unless already an FMCA member). If an initial application is accepted after September 1st, the dues shall be regarded as covering the next membership year.
- D. INITIATION FEE: New and reinstated members may be required to pay an initiation fee in an amount to be established by the Chapter's Executive Board.
- E. ARREARS: Any member whose dues remain unpaid for more than two (2) months after becoming due shall be considered delinquent; after three (3) months membership is canceled.

ARTICLE IV - OFFICERS

- 1. DUTIES OF OFFICERS: The duties of officers shall be as defined in the FMCA Policies and Procedures. Additional duties, if any, are described in the Chapter's Standing Rules.
- 2. TERMS OF OFFICE: The elected officers of this Chapter shall serve a two (2) year term of office, or until their successors are elected.
- 3. RIGHTS AND LIMITATIONS:
 - A. An individual FMCA member may hold either a single office in each of two chapters or two offices in one chapter. A member may hold the office of national director or alternate national director in only one chapter.
 - B. Any member in good standing and eligible to hold office may be nominated from the floor for any elective office.
 - C. No official or member shall become vested of any right, title to, or interest in any Chapter property, except as required by law.
- 4. EXECUTIVE BOARD:
 - A. Chapter officers, both elected shall constitute the Executive Board (also known as, the Board). Elected officers shall include a President, a First Vice President, a Second Vice President, a Vice President-Rally/Wagon Master, a Secretary, a Treasurer, a National Director, and an Alternate National Director shall constitute the Executive Board. Each Board member shall have one vote per office. Appointed officers shall be appointed by the Chapter President and confirmed by majority vote of the elected members of the Board.

- B. The Executive Board shall have general supervision of the affairs of the Chapter between its business meetings. The Board shall be subject to the orders of the Chapter, and none of its acts shall be in conflict with the Chapter or FMCA.
- C. In no case shall any officer, committee chairman or any other Chapter member cause the Chapter any unauthorized indebtedness for which the Chapter is liable. The Chapter will not be liable for any accident or injury that may result from participation in Chapter functions.

ARTICLE V - COMMITTEES

- 1. **APPOINTMENT:** Committee members and Chairperson (except Nominating Committee and Financial Review Committee) shall be appointed by the President.
- 2. **AUDIT COMMITTEE:** This Committee shall consist of three (3) Chapter members, all in good standing, nominated from the floor or appointed by the President and approved by the membership present at a business meeting. This Committee shall review or cause the books to be reviewed and a full written report made to the Executive Board. The report shall be made available to the Chapter membership not later than two (2) months following presentation to the Executive Board. Said financial review shall take place as soon as practical after the close of each fiscal year.
- 3. **DUTIES:** All committees shall function within the policies of the Chapter and (except Nominating Committee) under the direction of the President. Financial reports, vouchers, and monies due the Chapter shall be submitted on a timely basis.
- 4. **QUORUM:** A Committee quorum shall be a majority.

ARTICLE VI - CHAPTER ADMINISTRATION

- 1. **AUTHORITY:** This Chapter shall be democratically self-governed, deriving its existence and authority from the consent of its membership assembled in meeting or, in certain instances, by mail or email vote on stated propositions.
- 2. **ORGANIZATIONAL YEAR:** The fiscal and membership year of the Chapter shall commence on January 1 and end on December 31.
- 3. **CHAPTER MEETINGS:**
 - A. **Types:** The term “meeting” shall include RV rallies, campouts, dinner meetings, and any other gatherings suitable to the function of the Chapter.
 - B. **BUSINESS MEETINGS:** In each fiscal year, a Chapter shall hold one business meeting at which a quorum is present. The meeting can be a gathering in one area or where some or all of the members communicate with other members through electronic means such as the Internet or by telephone that allows all members the opportunity for simultaneous aural communication. Said meeting shall be duly announced at least ten (10) days in advance to the membership, including adequate description of how to participate.

- C. BIENNIAL ELECTION: Every other year, one of the business meetings will be held in September for the purpose of electing Chapter officers in accordance with paragraph 1 of the Chapter Standing Rules. The voting general membership shall elect Chapter officers, including a President, a First Vice President, a Second Vice President, a Vice President-Rally/Wagon Master, a Secretary, a Treasurer, a National Director, and an Alternate National Director.
- D. QUORUM: A quorum for the transaction of business at any duly-called Chapter meeting is 25% of the Chapter family unit memberships or 15 family unit memberships, whichever is less.
- D. VOTING:
 - a. Except as specified elsewhere in these By-laws, a simple majority vote of F# and L# members in good standing, eligible to vote and voting shall be required to approve or disapprove any matter.
 - b. The Chapter has established that voting will be one (1) vote per adult member.
 - c. The postal mail, electronic ballot, or e-mail to allow members a voting opportunity.
- F. PARLIAMENTARY PROCESS: The rules contained in the current edition of ROBERT'S RULES OF ORDER NEWLY REVISED shall govern this Chapter's proceedings to which they are applicable and in which they are not inconsistent with the Constitution and By-laws of FMCA, and the By-laws of this Chapter.

4. MAINTAINING ACCREDITATION:

- A. This Chapter must maintain a minimum of 15 family unit memberships.
- B. The Chapter Secretary shall furnish to the National Office of FMCA, no later than December 31st each year, a membership list, a list of Chapter officers, and assurance that a business meeting was held.

5. APPLICATION OF NATIONAL CONSTITUTION AND BY-LAWS: This Chapter accepts and agrees that the Chapter By-laws shall conform to any mandatory requirements stipulated in the FMCA Constitution, By-laws AND FMCA Policies and Procedures.

ARTICLE VII - ELECTIONS

1. NOMINATING COMMITTEE COMPOSITION:

- A. The Nominating Committee shall consist of not less than 3 Chapter members in good standing, nominated and elected every other year by the Chapter membership.
- B. Election of an individual to the Nominating Committee shall not prohibit that person from being nominated for elected office.

2. NOMINATING COMMITTEE DUTIES:

- A. To select one of its members as Nominating Committee Chairman.
- B. To nominate candidates for the Chapter Offices of President, a First Vice President, a Second Vice President, a Vice President-Rally/Wagon Master, a Secretary, a Treasurer, a

National Director, and an Alternate National Director for the new term to be presented for voting by the Chapter membership.

- C. To obtain clear acceptance of the nominees to serve the Chapter should they be elected.
- D. To make certain that nominated candidates are members in good standing and qualified under applicable National and Chapter By-laws.
- E. To nominate candidates to fill vacancies that occur in elected Chapter offices.

3. Ballots shall be tabulated and the election of officers shall be duly announced during the September business meeting of the election year.

ARTICLE VIII - AMENDMENT OF BY-LAWS

1. **MANDATORY AMENDMENTS:** National Bylaw Amendments applicable to Chapter operations shall be automatically adopted by the Chapter and are not subject to a vote by the Chapter membership.

2. **AMENDING PROCEDURE:**

- A. These By-laws may be amended by a sixty-five percent (65%) affirmative vote of the members present and voting at a duly called meeting, provided that prior notice of at least 30 days has been given of the proposition(s) to amend.
- B. Any member of the Chapter may propose amendments to the By-laws.
- C. Approved amendments to these By-laws become effective immediately upon their adoption or, at such time as specified in the amendment.

3. **DISTRIBUTION:** Copies of changes, additions, amendments, or revisions to these By-laws shall be forwarded to the National Office and to the National Area Vice President and posted on the Tri-State Traveliers website.

ARTICLE IX – STANDING RULES

This chapter has adopted Standing Rules managed by the Executive Board, to provide guidelines and procedures by which the Chapter may function and operate.

ARTICLE X - LIQUIDATION AND DISSOLUTION

This Chapter of FMCA may be dissolved by a majority vote of Chapter members. All of the remaining assets of the Chapter shall be contributed to the purpose(s) for which the Chapter is organized, or to a qualified non-profit charity or charities.

EFFECTIVE: Motion to adopt was approved by vote:

1975-10-18	1977-12-17	1978-12-09	1980-04-19	1981-12-05	1982-04-24
1986-05-18	1987-03-26	1993-06-19	1996-09-17	1998-07-18	2013-04-26
2016-09-19					