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ARTICLE VI
CLUB ORGANIZATION

Sec. 1
Bylaws 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. If so incorporated, such units may acquire and hold property, both personal and real, individually or in conjunction with other units, and may improve and develop the same for the use and benefit of their members. Such incorporated units, as well as any other units, may engage in any activities they deem necessary for the benefit and pleasure of their members. (1/19/07)

Sec. 2
Bylaws In accordance with US Internal Revenue Service requirements, every five (5) years all units and intraclubs 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 or one (1) copy (by electronic mail) to the international office for review by the Constitution and Bylaws Committee. Such Constitution and such Bylaws shall not be in conflict with, or be inconsistent with the Constitution, Bylaws or Policy of the international club. Such Constitution and Bylaws shall include but not limited to, provisions for: (a) election of officers, (b) regular meetings and quorum of each, (c) a method of selecting a delegate and an alternate to the WBCCI delegates meetings, (d) a dissolution clause in compliance with federal, state, and provincial laws, (e) a method of amendment. (1/26/13)

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

Sec. 4
Bylaws 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. Votes allowed in this manner should also be received at the unit no later than two (2) days before the regular or special meeting at which a vote is to be taken. These votes must be kept confidential until voting at a meeting has taken place. (6/26/09)

Policy A. Names of Units All names will be geographical in nature and will represent a geographical area other than a state or province. The official name of the Unit must also include the name of the State or Province in which most of its members retain residence, but no Unit shall be assigned any exclusive territory. (1/19/07)

The Board of Trustees may, upon written request, authorize names for new Units and names for Units that have merged or consolidated or the renaming of existing Units. (1/19/96)

- Sec. 3** There shall be no region dues.
Bylaws
- 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.
Bylaws
- Sec. 5** Region Presidents or any officer designated by them shall visit all units within their respective regions at least once each year. They shall 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, provided such activities are not in conflict with the International Constitution, Bylaws, Rules and Regulations.
Bylaws
- Sec. 6** In the event a Unit President is unable to attend a meeting of the region board, the next ranking officer may attend in the place and stead of the absent Unit President. (1/20/95)
Bylaws

REGION

- Policy**
- A. Regional Expenses (See Policy pages, 35.2 and 36).
- B. Region officers' flags and Region President's parade flagpole will be passed on with normal succession of office.
- When replacements are necessary, expenditure will be charged to the Region Officer expense account
- C. Each Region President shall be presented a Past President flag and a service award consisting of a base mounted miniature Airstream with two miniature National Flags and appropriate Identification Badges at the close of the International Rally. The cost of the foregoing items shall be charged to the General Fund of the International Club. (1/26/13)
- D. Guidelines for Qualifications and Requirements of the Region President's Position.
1. Candidate for the office of Region President must possess:
- a. A true and aggressive belief in the WBCCI concepts and practices.

k. Office Personnel

- a. All reasonable expense of WBCCI office personnel who travel at the request of the President will be reimbursed from budgeted funds as follows:
 1. General Funds up to \$2,500.00 as approved by the President when on general club business. (7/5/85)
 2. International Rally Fund as authorized when on International Rally business; and
 3. International Board Travel Funds when on IBT business, including travel to and from the IBT meetings just preceding and following the International Rally.
- b. Deferred compensation as a salary option is not available to any new employee of WBCCI hired after June 21, 1985. (6/21/85)

1. Procedures (6/27/12)

- a. All expense claims may be submitted monthly (see Appendix #3) and shall be submitted at least quarterly for payment, except that claims for the final quarter shall be submitted prior to July 1 and International Board of Trustees Meeting travel expense shall be submitted at the end of the month in which incurred. (3/3/83)
 - b. All expense claims will be accompanied by receipts, or their equivalent, to cover all expenses claimed except mileage.
 - c. The remaining funds shall be withdrawable as necessary for general expense of operating said club including:
-

-
1. Supplies such as berets, flags, pennants, decals and trophies for resale to members, units and regions. (1/31/85)
 2. The President is authorized to approve the refund of dues paid between July 1 and November 15 when requested by a unit for a member, due to health or death. Requests made by December 31 will receive a full refund of all the dues paid. Requests made by June 30 will receive a refund of one-half the dues paid and requests made after June 30 will receive no refund. There will be no refund of the one-time fee for lifetime International dues or any portion thereof. (6/21/89)
 3. WBCCI Headquarters shall have the authority, with the approval of the Legislative Committee, to expend annually a maximum of twenty-five (25) cents per member for the purpose of assisting our members with legislative problems. A quarterly report shall be made to the Executive Committee. (1/31/85)
 4. The President is authorized to approve payment from the General Fund of expenditures incurred during the International Rally for the Annual Unit President's Appreciation Dinner, the Delegates meeting, and International Board of Trustee's Meetings. (1/31/85)
- d. Funds in the Wally Byam Caravan Club International, Inc., checking account may only be withdrawn as authorized by the International Treasurer. Such withdrawals require the signatures of two designated Headquarter's employees. (7/5/93)

Motorhomes (Class A, B, C) and Fifth Wheel Travel Trailers (6/22/96)

1. The numbers should be placed on the front and rear at the top of the RV, centered below the cluster lights with 2 inch spacing when possible.
2. When facing the rear of the RV, if it is not possible to place the numbers below the cluster, the numbers should be placed to the right of the cluster lights with as much spacing as possible.
3. The decals should be placed on the front and rear, centered above the numbers or in the most visible location available.
4. Stars should be applied in the same manner as on TRAILERS whenever possible.

Policy

PAST PRESIDENT PENNANTS AND WINDOW DECALS

1. Board approved Past President pennants and window decals may be purchased from Headquarters. (1/29/93)

Policy

INTERNATIONAL BOARD OF TRUSTEES AND REGION VICE PRESIDENTS

1. Window Signs Upon assuming office, each member of the Board of Trustees and all Region Vice Presidents shall receive a window sign measuring approximately 12" x 6" to be placed in the window of their recreational vehicle manufactured by Airstream, Inc. for identification purposes. These signs should be of the following colors, identify the office held, and the dates of tenure of that office. (1/19/96)
 - a. International President - Gold with black bordering and lettering.
 - b. Other International Officers (including the Parliamentarian) - White with silver border and blue lettering.
 - c. Region Presidents - Silver with red border and red lettering.
 - d. Region Vice Presidents - White with red border and red lettering.

Proviso: Effective date July 5, 1993

Policy**OFFICERS FLAGS**

1. International Officers', and Trustee flags will be passed on with the normal succession of office. When replacements are necessary, expenditure will be charged to the individual officer's expense account #600 and to the club's operating budget #535 for the Trustee.
2. Each Past International President shall be presented a **Past President** flag and appropriate Identification Badges at the close of the International Rally. This expense is to be charged to the club's Operating Budget Account #535.
3. Each retiring International Officer, Recording Secretary and Treasurer shall be presented with the appropriate Past International Officer Flag and Identification Badges at the close of the International Rally. This expense is also to be charged to the General Fund.

**ARTICLE XVII
DELEGATE VOTING****Sec. 1
Bylaws**

A delegate to the annual meeting shall cast the total entitled votes of the constituent unit as determined by a vote of the regular members present and voting 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. Votes shall be expressed as a percentage of the votes for or against and the results applied to the total entitled regular member vote count of the unit. Exact half votes will be cast as halves and fractional votes of more or less than half will be rounded to the nearest whole number. Except that a delegate may cast the total entitled vote of the constituent unit in whatever manner he determines proper on any matter which has not been previously determined by a vote of the constituent unit. 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 done must be received by the Unit no later than two (2) days before the start of the meeting at which the vote is to be taken. These votes must also be kept confidential and not be announced until voting at the meeting has taken place. (6/26/09)

APPENDICES

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UNITS WITHIN REGIONS
REGION 1 - 6 Units:

Canadian Atlantic
Cape Cod Massachusetts
Charter Oak Connecticut

New England
Quebec Canada
White Mountains NH

REGION 2 – 17 Units:

Al-Mon-O Pennsylvania
Berkshire New York
Central Maryland
Central Pennsylvania
Delaware Valley New Jersey
Delmarva
Hudson Mohawk New York
Keystone Pennsylvania

Metropolitan New York
Mid-Atlantic
New Jersey
New York Finger Lakes
Ontario Canada
Penn Lehigh
Pennsylvania
Washington DC
Watchung New Jersey

REGION 3 – 20 Units:

Big Bend Florida
Carolinas of North Carolina
Coastal Georgia
Eastern North Carolina
Everglades Florida
Florida
Florida Springs
Florida Suncoast
Florida Treasure Coast
Georgia

Northern Virginia
Palmetto State South Carolina
Piedmont North Carolina
Shenandoah Valley of Virginia
South Carolina Coastal
South Florida
Tidewater Virginia
Virginia
Western North Carolina

REGION 4 - 15 Units:

Akron Ohio
Appalachian West Virginia
Auglaize Valley Ohio
Cincinnati Ohio
Cleveland Ohio
Columbus Ohio
Land-O-Lakes of Ohio
Mahoning Valley Ohio

Metropolitan Detroit MI
Miami Valley of Ohio
Michigan
Mid-Eastern Michigan
Mohican Valley Ohio
Northern Ohio Virtual Airstream

REGION 10 – 7 Units

Alberta Saskatchewan Canada
British Columbia Canada
Idaho
Montana

North Cascade Washington
Oregon
Washington

REGION 11 – 6 Units

Arizona
Denver Colorado
Four Corners Unit of New Mexico

New Mexico
Wyoming

REGION 12 - 12 Units

Central Coast California
El Camino Real California
Golden West California
Long Beach California
Nevada
Northern California

San Diego California
San Fernando Valley California
San Joaquin California
Santa Clara California
Sierra Nevada
South Coast California

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.
 803 E. Pike Street
 Jackson Center, Ohio 45334

SUPPLIES ORDER FORM

UNIT NO./NAME: _____ SHIP TO: _____

ORDERED BY: _____

DATE: _____

		QTY.	UNIT	PRICE
BERETS:	SMALL (21-1/2")		EA.	9.50
	MEDIUM (22")		EA.	9.50
	LARGE (22-1/2")		EA.	9.50
	EXTRA LARGE (23")		EA.	9.50
	WOOL BERET (ONE SIZE ONLY)		EA.	21.50
BOOKS:	WBCCI CLUB CARAVAN HANDBOOK		EA.	4.25
	DUES RECEIPT BOOK (PAD OF 25)		EA.	N/C
DECALS:	CAR DECAL		EA.	1.50
	LIFE MEMBER DECAL		SET	4.25
	1/2" NOS. FOR CAR DECAL (SPECIFY NO.)		EA.	.25
	PAST PRESIDENT DECAL		EA.	2.00
	MEMBERSHIP NOS. & WBCCI DECAL (2 EA.)		SET	9.00
ENVELOPES:	DUES NOTICE ENVELOPES		100	N/C
	DUES WINDOW ENVELOPES		100	10.00
	WBCCI ENVELOPES (4"x9-1/2")		100	6.00
LANYARDS:	WBCCI LANYARDS (BLUE W/WHITE LETTERING)		EA.	3.25
PADS:	MEMBERSHIP APPLICATION PAD		PAD	N/C
PAMPHLET:	WBCCI PROMOTIONAL PAMPHLET		PK.	N/C
PATCHES:	3" WBCCI JACKET PATCHES		EA.	4.50
PENNANTS:	CARAVAN LEADER PENNANT (24"x36")		EA.	25.00
	FREE WHEELER PENNANT		EA.	15.00
	PAST PRESIDENT PENNANT		EA.	14.00
PINS:	UNIT PAST PRESIDENT LAPEL PIN (NEW DESIGN)		EA.	2.75
	UNIT PAST FIRST LADY/PAST FIRST MATE LAPEL PIN (NEW DESIGN)		EA.	2.75
SIGNS:	WBCCI SIGN (14"x22" WITH ARROW)		EA.	15.65
STATIONERY:	WBCCI LETTERHEAD STATIONERY		100	9.00
	REGION STATIONERY		100	9.00
TIES:	WBCCI TIE - RED		EA.	23.25
	WBCCI TIE - BLUE		EA.	23.25
	WBCCI LADIES TIE - RED/BLUE		EA.	22.00
	SUPPLIES ORDER FORM		PK.	N/C
	FLAG ORDER FORM		PK.	N/C
	BADGE AND INSERT ORDER FORM		PK.	N/C
	NAME INSERT ORDER FORM		PK.	N/C
	MEMBERSHIP MANUAL		EA.	N/C
	SUGGESTED INSTALLATION CEREMONY		EA.	N/C
	ACCOUNTING GUIDELINES		EA.	N/C
SPECIAL EVENTS RALLY APPLICATION		EA.	N/C	

DATE SHIPPED: _____

SHIPPING CHARGES: _____