

# DISCOVERY CLUB OF CALIFORNIA FMCA CHAPTER BYLAWS

## ARTICLE I – CHAPTER NAME

The names of this non-profit organization shall be the Discovery Club of California, a Chapter of the Family Motor Coach Association, hereafter referred to as Chapter and FMCA.

## ARTICLE II – CHAPTER OBJECTIVES

### 1, PURPOSE:

This Chapter exists to promote social, recreational, and informational exchange activities which provide for enjoyment and pleasurable use of family member recreational vehicles (RVs).

### 2. AREA:

This Chapter shall be authorized to function in the FMCA's Western Area.

### 3. SCOPE:

This Chapter will have members with a mutual interest in group rallies and recreational vehicles (RVs) located in the State of California or nearby.

## 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 Bylaws of this Chapter.
- B. Membership in this Chapter shall not be denied any person because of race, age, gender, national origin, religion, marital status, or disability.
- C. A member must own a qualifying recreational vehicle (RV) or at least 1/3 interest in a qualifying recreational vehicle (RV) in order to vote or hold office in this chapter.

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 recreational vehicle (RV) who share an FMCA membership number.
- C. The term "Member" is defined as an adult who, jointly or individually, constitutes a membership. The voting rights of each member are defined in the descriptions of each category in Article III (3) of the FMCA Bylaws.
- D. The term "Qualifying "recreational vehicle (RV)" is defined as a Class A, B, or C motorhome and 5th wheel or travel trailer. The self-contained wheeled vehicle must include permanently installed cooking, sleeping and sanitary facilities.

3. DUES AND FEES:

- A. ANNUAL DUES – Annual payment of National FMCA and Chapter dues enables persons to become active members and entitled to all rights and privileges of both FMCA and this Chapter. Annual dues for this Chapter will be set by its Board and approved by the membership.
- B. RENEWAL – Renewal dues from Chapter members become due and payable on January 1 of each year.
- C. ARREARS – Any member whose dues remain unpaid for more than one month after becoming due shall be considered delinquent; after three months membership is cancelled.
- D. INITIAL APPLICATIONS – Initial applications for membership shall be accompanied by payment of annual Chapter dues and initiation fees. National dues must be paid concurrently if applicant is not already a member of FMCA. If application is accepted after September 30<sup>th</sup>, the dues shall be regarded as covering the next year.
- E. INITIATION FEE – New and reinstated members may be required to pay an initiation fee in an amount established by the Board and approved by the membership.

#### 4. HONORARY MEMBERSHIP

- A. Honorary Membership may be bestowed on any member who has rendered significant service to our Chapter.
- B. Recommendations for HONORARY MEMBERSHIP may be submitted by any Chapter member to the Executive Board for evaluation.
- C. If the member is deemed worthy of such a distinction, the nomination will be submitted to the membership for approval.
- D. Ownership of a recreational vehicle (RV) is not necessary and no ordinary Chapter dues are required.
- E. FMCA Membership is encouraged but not required.
- F. Honorary Members are not eligible to hold office or vote, but are entitled to other Chapter benefits such as newsletters, rallies and other social activities.
- G. A Discovery Club Honorary Membership Form shall be completed and maintained by the Membership Committee Chairman.

#### ARTICLE IV – OFFICERS

##### 1. DUTIES OF OFFICERS:

The duties of elected officers shall be as defined in the Member and Volunteer Handbook.

##### 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, including the National Director and Alternate National Director.

##### 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:
- 1. The officers of the Chapter shall constitute the Executive Board.
  - 2. 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.

#### ACTIVE V – COMMITTEES

1. APPOINTMENT:

Committee Members and Chairmen (except Nominating Committee) shall be appointed by the President.

2. 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.

3. QUORUM:

A Committee quorum shall be a simple 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 vote on stated propositions.

2. ORGANIZATIONAL YEAR:

The fiscal and membership year of the Chapter shall commence on January 1<sup>st</sup> and end on December 31<sup>st</sup>.

3. CHAPTER MEETINGS:

- A. TYPES – The term ‘meeting’ shall include RV rallies, campouts, dinner meetings, and any other gatherings suitable to the functions of the Chapter.
- B. BUSINESS MEETINGS – In each fiscal year, a Chapter shall hold at least one business meeting in 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 in advance to the membership, including adequate description of how to participate.
- C. OFFICER ELECTION. The voting general membership is to elect Chapter Officers, including a President, Vice President, Secretary, Treasurer, National Director, and Alternate National Director.
- D. QUORUM – A quorum for the transaction of business at any duly-called Chapter meeting is twenty-five percent (25%) of the Chapter family unit membership or 15 family unit members, whichever is less.
- E. VOTING – Except as specified elsewhere in these Bylaws, a simple majority vote of members in good standing and voting shall be required to approve or disapprove any matter. Voting will be one vote for each adult member. Balloting by mail may be undertaken when a proposed matter is voted to be of such importance or urgency that a total membership vote is advisable. Voting on the election or proposed matter may not also be allowed at a meeting.
- F. PARLIAMENTARY PROCESS – The rules contained in the current edition of *Robert’s Rules of Order* shall govern this Chapter and in all cases to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of FMCA and this Chapter.

4. MAINTAINING ACCREDITATION:

This Chapter must maintain a minimum of fifteen (15) family unit members. The Chapter Secretary shall furnish to the National Office of FMCA, no later than December 31<sup>st</sup> of each year, a membership list, a list of Chapter Officers, and assurance that a business meeting was held.

5. ANNUAL AUDIT:

An Annual Audit of the financial books and records shall be undertaken and reported to the membership.

6. APPLICATION OF NATIONAL CONSTITUTION AND BYLAWS:

The Chapter Bylaws shall conform to any mandatory requirements stipulated in the Constitution and Bylaws of FMCA, and Member and Volunteer Handbook.

## ARTICLE VII – ELECTIONS

1. NOMINATING COMMITTEE COMPOSITION

- A. The membership of the Chapter shall nominate and elect a Chapter Nomination Committee, consisting of not less than three chapter members in good standing, every other year at an appropriate time period to regularly scheduled elections, to serve until the following election period.
- B. Election of an individual to the Nominating Committee shall not prohibit that person from being nominated for elective office.

2. NOMINATING COMMITTEE DUTIES:

- A. To select one of its members a Nominating Committee Chairman.
- B. To nominate candidates for the Chapter Offices of President, Vice-President, Secretary, Treasurer, National Director, and Alternate National Director.
- 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 FMCA and Chapter Bylaws.
- E. If necessary, to nominate candidates to fill vacancies which occur in elected Chapter offices.

3. VOTING:

- A. Voting for officers will be done by a simply majority at regular meetings or may be done by mail ballot if deemed necessary.
- B. Each Chapter member in good standing and of legal voting age shall be entitled to one vote.

ARTICLE VIII – AMENDMENT OF BYLAWS

1. MANDATORY AMENDMENTS:

FMCA National Bylaw and Member and Volunteer Handbook - Policy and Procefures amendments applicable to chapter operations are not subject to a vote by the chapter membership.

2. AMENDING PROCEDURE:

These Bylaws may be amended by a 65% affirmative vote of the members present and voting at a duly-called meeting, providing that prior notice of at least thirty (30) days has been given of the proposition(s) to amend.

- A. Any member of the Chapter may propose changes in the Bylaws.
- B. Approved amendments to these Bylaws 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 Bylaws shall be forwarded to the National FMCA Office and to the Western Area Vice President.

ARTICLE IX – STANDING RULES

This Chapter may adopt Standing Rules to provide guidelines and procedure by which the Chapter may function and operate.

ARTICLE X – LIQUIDATION AND DISSOLUTION

In the event of dissolution of this Chapter of FMCA, by majority vote of this Chapter, all of the remained 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 date of this edition of the Bylaws           MAY 26, 2018