

# **IDAHO STATE GOOD SAM ORGANIZATION STANDING RULES**

**The Idaho STATE of the Good Sam CLUB (CLUB) shall be known as the Idaho State Good Sam Organization (STATE). The STATE shall recognize the CLUB's Constitution and By-laws as their own Constitution and By-Laws.**

## **STANDING RULE 1: OFFICERS AND STAFF DEFINITION**

**Officers and staff shall be the State Director, Assistant Directors, Secretary, Treasurer, Legislative Representative, Sound Manager, Warehouse Manager, Store Manager, Chaplin and such additional State Staff as deemed necessary by the STATE. All State Officers and Staff shall be members in good standing with an Idaho State Chapter and in good standing with the CLUB.**

## **STANDING RULE 2: ELECTION OF OFFICERS**

**The State Director nominee is elected by the membership in even numbered years and appointed by the CLUB to serve a two-year term as specified in the Constitution and By-Laws of the CLUB. The State Treasurer may not be a member of the State Director's family. The State Treasurer will be elected by the membership in odd numbered years by a simple majority of the Committee members of the State to serve a two-year term.**

## **STANDING RULE 3: STATE STAFF**

**All other State Staff will be appointed by the State Director and will hold office for a period designated by the State Director not to exceed the State Director's term of office. Additional staff positions must be approved by the State Committee. All state staff shall attend and participate in regular and special State meetings unless otherwise excused. No State Officer or spouse may hold any other post or position within the Club, Regional, State or Chapter unless special approval is given by the Club's designated representative of the sponsor corporation and to sponsor corporation's staff where applicable. State Staff, those appointed to hold positions (other than State Officers) may hold positions within a Region, State or Chapter with approval of the State Director. All State Officers and Staff shall be a member of an Idaho Chapter.**

#### **STANDING RULE 4: STATE COMMITTEE**

**The State Committee is comprised of the STATE's Chapter Presidents. All Chapter Presidents shall attend and participate in regular and special State meetings unless otherwise excused. They shall meet at least twice a year, or as often as necessary, to conduct the business of the STATE. A simple majority of the State Committee members, or their appointed proxies in attendance at a meeting, will constitute a quorum. The State Committee members may be asked to assist their Area Assistant Director to locate adequate facilities for State meetings and Samborees. The State Committee or the State Director shall be empowered to appoint committees that they deem necessary and to direct the activities of said committees. The State Committee has the authority to establish, regulate and control the State Treasury. A reasonable fee will be levied and be paid by all Chapter members within the State, and will be placed in the State Treasury. All such funds shall be the sole property of the State Committee.**

#### **STANDING RULE 5: DIRECTOR'S DUTIES**

**The State Director will prepare an agenda for State meetings and present a copy to each State Committee member, or their proxy, at least one month prior to the meeting to allow Chapter Presidents to discuss agenda items with their Chapter members. The State Director may alter the published agenda prior to the meeting at his/her discretion to expedite the meeting. The State Director will vote only in the case of a tie. The State Director will review, approve and sign all contracts as the only recognized official of the STATE by the CLUB. The State Director shall perform such other functions as specified by the CLUB including attendance at Regional/National meetings. Upon the death, resignation or departure of the State Treasurer, the State Director will conduct a special meeting of the State Committee as soon as possible for the purpose of electing a new State Treasurer and arrange an audit of the State books.**

#### **STANDING RULE 6: STATE TREASURER**

**The State Treasurer will have custody of all funds, securities and assets of the STATE will maintain a current record of all tangible property costing more than fifty (\$50.00) dollars owned by the STATE; be responsible for keeping full and accurate accounts of all receipts and disbursements and make a report at all scheduled State Committee meetings; monitor expenditures made by the State Director and report any possible irregularities to the State Committee; Pay major**

**expenses (excluding office supplies and supplies ordered by the State Store Manager) as approved by the State Committee; pay normal operating expenses when due; prepare an itemized financial report to be distributed to the State Director, Secretary, Audit Committee members and State Committee members prior to each State or Special meeting; collect State dues and have a copy of each Chapter's Membership Roster on file; serve as the State Director's Election Chairperson; notify the CLUB of the death, resignation or departure from the State of the State Director and that the STATE is in need of a new Director; all disbursements will be made by check.**

#### **STANDING RULE 7: ASSISTANT STATE DIRECTORS**

**Assistant State Directors are assigned responsibility for particular geographical sections of the state and will assist in organizing local Chapters, act in lieu of the State Director in the event of an emergency, and to perform other duties as requested by the State Director.**

#### **STANDING RULE 8: STATE SECRETARY**

**the State Secretary shall handle all correspondence as assigned by the State Director; take roll call at STATE meetings; read the minutes of the previous meeting; record the minutes of the meeting(s) and distribute copies of the minutes; have a list of all Standing Committees and file the reports of these Committees when presented; have a copy of the CLUB Constitution and By-Laws and a copy of the STATE Standing Rules ready for reference; and keep the Chapter membership Rosters up to date and forward copies to the CLUB when requested.**

#### **STANDING RULE 9: LEGISLATIVE REPRESENTATIVE**

**The State Legislative Representative is responsible for keeping track of all proposed bills and enacted laws affecting RV owners in the state and for notifying the State Director, the State Committee and CLUB headquarters of such and to perform other duties as designated by the State Director.**

#### **STANDING RULE 10: AUDIT COMMITTEE**

**The State Director shall submit a list of three (3) individual's names for the State Audit Committee for approval at the Fall Meeting by the State Committee. The Audit Committee shall audit the State books annually at the Spring meeting and will perform any special audits as needed. All reports will be submitted to the membership.**

### **STANDING RULE 11: STATE TREASURY**

All monies received by the STATE from dues, State Samborees or other sources shall be placed in the State Treasury. All expenditures of monies from the State Treasury for equipment or the major purchases of supplies or to increase State Staff, Committees or other positions shall be approved by the State Committee at a State Committee meeting prior to the expenditure. The State Director shall, when possible, predetermine all supplies or equipment needed when additional State Staff, Committees, or other positions are to be added, and submit these to the State Committee for approval prior to the expenditure. The State bank account shall require two signatures on file, the Treasurer's and the Director's. Only one signature is required to issue a check.

### **STANDING RULE 12: AMENDMENTS**

Proposed amendments to these Standing Rules shall be submitted to the State Director in writing by a State Committee member and are to be included in the agenda of the next State Committee meeting in their final form. The amendment(s) may be passed with an affirmative vote of two-thirds (2/3) of the eligible State Committee members present. The changing of a minor typographical error is exempt from these provisions.

### **STANDING RULE 13: PROXY**

In the event a Chapter President is unable to attend a State meeting, he/she will appoint a proxy, in writing, to attend the meeting(s) and vote representing the Chapter. The Proxy will be acting as the Chapter President for the duration of the meeting.

### **STANDING RULE 14: FEES**

The Treasurer of each Chapter shall remit \$4.00 for each new or reinstated member enrolled between January 1st and June 30th, or in the alternative \$2.00 for each new or reinstated member between July 1st and December 31st, annually. Chapter Treasurers will remit payment of the State dues and accurately update their State Member Roster no later than November 15th of each year.

### **STANDING RULE 15: NEW CHAPTERS**

New Chapters will not pay dues for the portion of the year in which they are chartered but will be liable for dues January 1st of the following year.

## **STANDING RULE 16: COMPLIMENTARY REGISTRATIONS/MILEAGE**

**Complimentary registrations for the Idaho State Samboree will be given to the following:**

- **State Directors or official delegates for the Northwestern Region (including the Idaho State Director). The complimentary registration covers registration, banquet and parking.**
- **State Directors or official delegates of any state or province that provides complimentary registration to their Samborees.**
- **The Samboree Master of Ceremonies.**
- **The Idaho State Director, when attending other Samborees or National events, will be permitted to hold a drawing for a free complimentary registration for Idaho's Samboree. Idaho residents are not eligible.**
- **State Staff members will receive mileage at \$0.25 per mile round trip for all official State Good Sam business including attendance at a State meeting or Samboree.**
- **Audit Committee members will receive mileage when performing the annual audit at the Spring meeting or whenever called upon to perform a special audit.**
- **Mileage will only be paid to one member of a household and in the case of the State Director only if not paid by the CLUB. No complimentary registration will be paid to a member if a member of their household is eligible for a mileage payment. The following State Officers or State Staff members will receive mileage as specified above:**
  - **State Director (only if not paid by the CLUB)**
  - **Assistant State Directors**
  - **State Secretary**
  - **State Treasurer**
  - **Legislative Representative**
  - **Sound Manager**
  - **Dogs for the Deaf Representative**
  - **Samboree Chairperson**
  - **Samboree Registrar**
  - **Chaplin**
- **The Warehouse Manager and the Store Manager will be compensated at \$0.40 per mile while pulling the respective trailer.**

**STANDING RULE 17: ONE DAY REGISTRATION FEE**

The registration fee for one day's attendance only at any of the State events (Idaho Samboree, or Fall Roundup) will be one half of the event's full registration fee per membership.

**STANDING RULE 18: SAMBOREE VENDOR FEES**

Samboree Vendor Fees should be determined by the Samboree Chairperson and Assistant Director who have the authority to alter space size, cost for space, and general requirements to treat each vendor as equitably as possible. Good Sam members are normally charged approximately 25% less than non-members. For example, \$30 for Good Sam vendors and \$40 for non-Good Sam vendors. Camping World is a sister company to the Good Sam Club, contributes a substantial amount toward door prizes, and therefore will not be charged for vendor space.



**Joyce Barcus, Idaho State Director**

**Date:** April 21, 2017