

**TIME TO TRAVEL  
IDAHO GOOD SAM CHAPTER  
STANDING RULES**

Submitted to Membership and Adopted March 29, 2013

1. The Chapter shall be known as the Time To Travel Sams Chapter of the Good Sam Club and shall adopt the Good Sam Club's Constitution and Bylaws.
2. Only members in good standing may address the Chapter on matters of policy.
3. Members should be agreeable with the Club pledge.
4. There is to be no use of tobacco, alcoholic beverages, or foul language used in any of the meetings.
5. In the event of the loss of a member's spouse, or if one or both of the spouses becomes physically unable to participate in Chapter activities with no good indication of recovery, but wishes to continue membership in the Good Sam Club, the term "associate" may be used. A fee of \$1.00 per person annually will be assessed to be used by the local Chapter only. An Associate will not have a vote in the local Chapter.
6. No member can commit the Time To Travel Chapter to any expenditure or project without prior approval of the membership.
7. Chapter campouts will normally be on the Wednesday before the second Thursday through Saturday of each camping month, weather permitting, and in the winter members will meet for potlucks, lunch or activities on the second Thursday. On the fourth Thursday members will meet for breakfast or dinner and a Chapter meeting.
8. Dues are collected annually, due and payable at the October meeting. Dues shall be evaluated each September and adjusted if necessary.
9. A compassionate service gift will be given to any member who has spent at least one night in the hospital. This will consist of a gift costing no more than \$25.
10. Our President will be reimbursed for his/her registration fee for the state spring and fall meetings. The President will also be reimbursed for the State Samboree registration. If the President is unable to attend the state spring or fall meeting, a proxy will be chosen to attend and will be reimbursed for his/her registration.
11. To become a member of the Time To Travel Sams, potential members must be members in good standing of the Good Sam Club, and they must show interest and enthusiasm in the local Chapter and are encouraged to attend at least three Chapter functions prior to applying for membership. Once the potential member is accepted as a new member, that member will be officially welcomed into the Chapter.

12. For functions of the Time To Travel Chapter requiring reservations, the attending member will be required to make and pay for their own reservations.

### **DUTIES OF OFFICERS**

#### **President**

The President shall preside at all meetings of the Chapter, shall be an ex-officio member of all committees except the nominating committee, shall preside at all meetings of the Board of Directors, and shall perform all such duties as are incidental to the Office of the President and are properly required of him/her.

#### **Vice President**

In the absence of the President, the Vice President shall exercise all of the functions of the President and shall be vested with all of his/her powers.

#### **Secretary**

The Secretary shall have charge of all papers, keep such records, make such reports and perform such duties as are incidental to that office, and properly required of him/her by the organization. The Secretary shall also send information to the Club regarding Chapter activities for possible publication in the Highways magazine and send Chapter information to the State Director.

#### **Treasurer**

The Treasurer shall have charge of the funds of the Chapter, shall conduct its banking business and audit all accounts. Checks drawn shall be signed by the Treasurer or other designated member. Shall maintain the state roster on the website ([idahogoodsam.org](http://idahogoodsam.org)) and provide copies to other officers.

### **ELECTION OF OFFICERS**

- An officer may be elected to not more than two (2) consecutive terms in the same office.
- At the regular meeting held in August, a nominating committee of three (3) members shall be elected by the Chapter. It shall be the duty of the committee to nominate candidates for offices at the September Meeting. Nominations from the floor for candidates for all offices will also take place at the September Meeting. Elections for all offices shall take place at the October Meeting and the installing of new officers will take place at the annual meeting in November.
- Candidates must be present to accept the nomination, or acceptance in writing, by the candidate must be presented to indicate his/her willingness to take office, if elected.

- Officers shall be elected by secret ballot to serve for one (1) year or until their successor is elected, and their term of office shall begin at the close of the annual meeting at which they are elected. The outgoing officers shall turn over all records and inventory in their possession to the newly elected officers at the close of the annual meeting.
- Only active members are eligible to hold office (An active member must have his /her dues current.)
- Upon retiring, the President automatically becomes a member of the Board of Directors for one term only.
- In case of resignation or other vacancy in the Board of Directors, or an office, the President shall appoint a member to fill the unexpired term with the approval of the Board of Directors.
- There shall be only one (1) official ballot for the election of Officers and Directors, which shall contain all the names of those candidates duly nominated according to the provisions of these Standing Rules. The ballot shall be prepared in due time by the nominating committee for use at the election of Officers and Directors.

### **CHAIRPERSON DUTIES**

In addition to the duties outlined below, any Chairperson may be called upon by the President to perform temporary jobs outside their normal line of duty.

#### Auditor

- To audit the Treasurer's books after the October meeting.
- To Report the findings of the audit to the members of the Chapter at the November meeting.

#### Chaplain

- To provide a non-sectarian prayer (grace) at the beginning of the meals/meetings of the functions of the Chapter.
- To provide comfort and spiritual guidance to any member requesting it, providing the need arises from a catastrophic event.

#### Wagonmaster

- Shall be appointed by the President at the January Chapter meeting and serve for one (1) year.
- Shall arrange all trips and caravans.
- Shall appoint an assistant Wagonmaster for each month to make arrangements for the place to be visited, and lead and take charge of the outing.
- Shall prepare a program in March, of outings at no less than three(3) month intervals for the Chapter's approval or amendment.

Historian Duties

- Gather pictures and memorabilia of the activities of the Chapter.
- Place all of the above in a central location (scrapbook).
- Provide safe storage for the scrapbook.
- Bring any requested Time To Travel Sams material to a meeting. The Historian will have one meeting to provide this information.
- Shall present the scrapbook to the Time To Travel Sams for review during any of the spring meetings.
- Shall make the scrapbook available to the ranking officer, or their proxy, for show at the State Samboree.
- Pass on to the succeeding Historian all of the material from the Time To Travel Sams that is in their possession.

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President

\_\_\_\_\_  
Date

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State Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Regional Director

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Date