

## IDAHO STATE GOOD SAM ORGANIZATION STANDING RULES

The Idaho state Good Sam organization, under GOOD SAM®, shall be known as Idaho State Good Sam. The state shall recognize Good Sams® 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, Team Leaders, Secretary, Treasurer, Web Master, Legislative Representative, Sound Manager, Warehouse Manager, Chaplain 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 Good Sam®.

### STANDING RULE 2: ELECTION OF OFFICER:

The State Director nominee is elected by the membership in even numbered years and appointed by Good Sam® to serve a two-year term as specified in the Constitution and By-Laws of Good Sam. 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 State Executive Board 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 Executive Board. All state staff shall attend and participate in regular and State Gatherings unless otherwise excused. No State Officer or spouse may hold any other positions with Good Sam® unless special approval is given 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 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 EXECUTIVE BOARD

The State Executive Board is comprised of the state's Chapter Presidents, state staff, and Team Leaders. 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 Executive Board members, or their appointed proxies in attendance at a meeting, will constitute a quorum. The State Executive Board members may be asked to assist **Teams** to locate adequate facilities for State gatherings such as Rallies/Samborees or Fall Campouts. The State Executive Board or the State Director shall be empowered to appoint committees that they deem necessary and to direct the activities of said committees. The State Executive Board 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 Executive Board.

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

The State Director will prepare an agenda for State meetings and present a copy to each State Executive Board 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 Good Sam®. The State Director shall perform such other functions as specified by Good Sam®. Upon the death, resignation or departure of the State Treasurer, the State Director will conduct a special meeting of the State Executive Board 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 financial report at all scheduled State 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 as approved by the State Executive Board; pay normal operating expenses when due; prepare an itemized financial report to be distributed to the State Director, Secretary, Audit Committee members and State Executive Board 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 Good Sam® of the death, resignation or departure 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: IDAHO GOOD SAM TEAMS

State Teams are assigned responsibility for particular Team section of the state, and will assist in organizing their Chapters, prepare and organize state gatherings, 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 RECORDS KEEPER (SECRETARY)

The State Records Keeper shall handle all correspondences as assigned by the State Director; take roll call at STATE gatherings; take, record and read the minutes of gatherings; and distribute copies of these minutes to Executive Board members; have a list of all Standing Committees and file the reports of these Committees when presented; have a copy of 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 Good Sam® 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 Executive Board and Good Sam® 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 Executive Board. The Audit Committee shall audit the State books annually at the Fall Campout 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 gatherings 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, or other positions shall be approved by the State Executive Board prior to the expenditure. The State Director shall, when possible, predetermine all supplies or equipment needed. When additional State Staff, or other positions are to be added, and submit these to The State Executive Board 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 Executive Board member and are to be included in the agenda of the next Executive Board in their final form. The amendment(s) may be passed with an affirmative vote of two-thirds (2/3) of the eligible Executive Board 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 function and vote representing their Chapter. The Proxy will be acting as the Chapter President for the duration of the of the function.

### 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 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 Good Sam Gatherings will be given to the following:

- State Directors or official delegates such as State Directors or official delegates of any state or province that provides complimentary registration to their Rallies, including the Idaho State Director. The complimentary registration covers registration, banquet and parking.
- The Idaho State Director, when attending other Samborees, Rallies or National events, will be permitted to hold a drawing for a free complimentary registration for Idaho's Rallies/Samboree. Idaho residents are not eligible.
- State Staff members will receive mileage 40¢ per mile round trip for all official Idaho State Good Sam business including attendance at a State gathering.
- Audit Committee members will receive mileage when performing the annual audit while performing an audit or 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 Good Sam.

◆The following state officers or state staff are eligible for mileage:

- Team Leader
- State Records Keeper (secretary)
- State Treasurer
- Legislative Representative
- Sound Manager
- Webmaster
- Dogs for Better Lives
- Registrar
- Chaplain
- Warehouse Manager

STANDING RULE 17: ONE DAY REGISTRATION FEE

The registration fee for one day's attendance only at any of the State events will be one-half (1/2) of the event's FULL registration fee per membership

STANDING RULE 18: VENDOR FEES

Vendor Fees should be determined by the Idaho Good Sam event chairperson/ Team Leader who have the authority to alter space, size and cost for space, and general requirements to treat each vendor as equitably as possible. Idaho Good Sam members are normally charged 25% less than non-members of Idaho Good Sam. Camping World and Gander are sister companies and are not charged vendor fees.

Idaho Good Sam Standing Rules

Eldona Lounsbury, Idaho State Director

Date: June 4, 2021

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