

**CALDWELL RAMBLERS
STANDARD OPERATING PROCEDURES
Adopted March 11, 2013**

ARTICLE 1 – NAME

The name of this organization shall be the CALDWELL RAMBLERS of Caldwell, Idaho, a chapter of the Good Sam Club, a not for profit Idaho organization and shall recognize the Idaho State Organization's (STATE) Standing Rules and the CLUB's Constitution and By-laws as their own.

ARTICLE 2 – OBJECTIVES

The objectives of this Chapter shall be to:

- a. Stimulate a greater interest in and development of the principles of good camping.
- b. Promote fellowship among campers.
- c. Create reverence for the woodlands.
- d. Provide aid to fellow campers in an emergency situation no matter how small or how serious.
- e. Proceed safely in all situations; and
- f. Display kindness for our fellow human beings and all wildlife throughout the world; and all with enthusiasm which, by reason of example, promotes a spirit of emulation and cooperation throughout the camping world.

ARTICLE 3 – OFFICERS

Chapter officers shall be President, First Vice-President, Second Vice-President, Secretary and Treasurer.

ARTICLE 4– QUORUM

Fifty-one percent of the chapter members present and eligible to vote shall constitute a quorum at any regular meeting. Members that have submitted an absentee ballot may be counted as “present” only on those items covered in that ballot.

ARTICLE 5 – AMENDMENTS

The SOPs may be amended or repealed at any meeting by a two-thirds vote of members present as outlined in Article 13 of the SOPs.

ARTICLE 6 – MEETINGS

- a. Regular meetings shall be held on the second Wednesday of each month at the time and place to be announced by the President.
- b. The annual business meeting for the election of officers, report of officers and committees, shall be held in October.
- c. Special meetings may be called at the discretion of the President.
- d. Spring and Fall Idaho State Meetings are held at various locations, each year, as announced by the State. These meetings are open to all members. Programs, itinerary, costs, etc., vary and are explained at local meetings. The annual three-day State Samboree is held once a year in June. This is a time of fellowship and reflection on what our Club is about. Informative and entertaining business meetings are held at this time. All members are urged to attend.

ARTICLE 7 – MEMBERSHIP

- a. Members are subject to forfeiture of membership for:
 1. failure to maintain active Club membership,
 2. overdue dues,
 3. conduct not consistent with the Good Sam Club Pledge and Constitution and By-Laws.
 4. a move from the area that prevents attendance at meetings.
- b. Reinstatement of membership in the Chapter shall be by payment of fees and approval of the Chapter officers.
- c. Honorary (non-voting) membership is available to those with a Good Sam Club membership who no longer own a Recreational Vehicle.
- d. The Treasurer will send a check for four dollars (\$4) per member rig to the State Treasurer as State dues by October 31 of each year with notation giving the total number of rigs represented. The Treasurer will ensure that the Chapter Roster is accurate and up to date by October 31 of each year with the required information on the State website at idahogoodsam.org.
- e. When new members are added to the Roster the Chapter Treasurer will send a check to the State Treasurer, with notification it is for a new member, for four dollars (\$4) for each new member rig joining from January 1 through June 30, and \$2 per new member rig joining July 1st through December 31st.

(Amendment 1 adopted Oct 8, 2014)

- f. Guests and prospective members are invited to attend any Chapter meeting or outing. An "outing" shall be defined as attendance at a Chapter campout staying over at least one night. An applicant is encouraged to attend at least one but no more than 3 function(s) of the Chapter (either a meeting or an outing) prior to application for membership in the Chapter.

ARTICLE 8 – DUES

- a. Annual dues shall be \$11.00 per active adult member payable October 15th. Each adult member joining after June 30 shall pay dues of \$5.50.
- b. Honorary (non-voting) members will be assessed \$10.00 per family.

ARTICLE 9– DUTIES OF OFFICERS

- a. The President shall preside at all meetings and perform all duties pertaining to the office, and shall appoint all committees and serve as ex-officio member of the same.
- b. First Vice-President shall, in the absence of the President, perform the duties of the President and other duties as the President may deem necessary and shall be chairman of the program committee.
- c. Second Vice-President shall be Legislative Representative.
- d. The Secretary shall keep accurate minutes of all meetings, attend to all official correspondence and shall send a report of Chapter activities to the Idaho State Director for the State Newsletter.
- e. The Treasurer shall be custodian of all funds of the chapter, make all deposits and write all checks after approval by vote of the members. Disbursements will be made by check, signed by the President or the Treasurer. The Treasurer may not be a member of the Chapter President's family.
- f. Resignation of any officer shall be in writing.

ARTICLE 10– STANDING COMMITTEES AND DUTIES

- a. There shall be seven standing committees appointed by the incoming President for a term of one year.
- b. No committee chairman shall serve more than two consecutive terms.

EXECUTIVE: Executive committee shall consist of the elected officers. They shall serve as an advisory committee to the President. In case of a vacancy in any office, other than President, the Committee shall

appoint a member to fill such office until a successor can be elected. The Committee shall make recommendations regarding all matters including finance, and shall meet by order of the President.

PUBLICITY: Responsible for placement of meeting announcements in the newspaper and for all announcements and advertising necessary for chapter activities. She/he shall send information to National Headquarters regarding items for possible publication in the Highways magazine.

PROGRAM: First Vice-President shall arrange for programs at meetings, as deemed appropriate.

LEGISLATIVE: The Second Vice-President shall be the legislative representative.

TELEPHONE: Shall consist of a chairman and additional members, as needed, who shall notify the membership one week prior to meetings and at other times at the request of the President.

HOSPITALITY AND CARDS: Shall send cards to members who are ill or injured or to families of deceased members.

AUDITING: The chairman shall call two members to assist him/her in the audit of the Treasurer's books. The audit will be conducted annually following the November meeting and a written report prepared for the January meeting.

WAGON MASTER: In January the Wagon Master and the Elected Officers will compile a list of potential campout sites for consideration of the chapter. Any prior reservations should be reviewed and confirmed or canceled at this time. The State meetings may be included in the campout schedule. Details of each campout should be announced at the business meeting preceding the campout. Other trips may be planned, preferably not at the regular campout times. Each rig pays for its own parking and hookups. Campouts are held each month, March through October, Tuesday through Friday of the week following the monthly meeting, unless the membership votes otherwise. The Wagon Master is responsible for maintaining the camping equipment trailer and for recruiting two camp hosts' for each campout. Additional responsibilities include:

1. Make a complete inventory of all equipment and keep that inventory up-to-date so that the whereabouts of each item is always known.
2. Keep the trailer in a good state of repair, timely lubricated and license current. Also assist anyone taking the trailer to properly hitch the trailer to the tow vehicle.
3. See that all equipment is properly cleaned, stored and replenish any depleted supplies.

CAMP HOSTS: Duties shall include:

1. Check out the chosen campsite and make sure that suitable accommodations are available for the group.
2. Provide specific directions, preferably with a map, on how to get to the campsite. Provide a campsite phone number when available.
3. Find out if there are any attractions near the campsite and make arrangements for members to visit if they choose.
4. Plan the menus and activities for all three days and evenings of the campout.
5. Provide specific instructions on caravanning to the camp-site, where and when to meet and who will lead the caravan.

ARTICLE 11 – ELECTIONS

- a. A nominating committee composed of three members shall be appointed by the President in August and shall give its report at the September meeting.
- b. Elections shall be held at the October meeting and new officers will be installed and shall assume their duties the following January.

- c. All officers are elected for a term of one year. Officers may succeed themselves for one additional term.
- d. The Chapter Secretary shall report the names, etc., of new chapter officers to the State Director immediately after election and before November 30th each year.

ARTICLE 12 – PARLIAMENTARY AUTHORITY

Copies of these SOPs must be sent to the State Director.

ARTICLE 13 – AMENDMENTS

Amendments shall have been proposed in writing at a previous meeting. Proposed amendments in final form shall be sent to each member ten days prior to the meeting at which they are to be voted upon. Proposed amendments shall automatically be an item on subsequent agendas until properly disposed of by a vote of the members. An absentee ballot will be provided to any member requesting one, provided such request is timely made. Such ballots will be noted with a return date deadline.

ARTICLE 14 - STANDING RULES


- a. Collection per member at monthly meetings shall be \$1.00 of which \$0.50 will go to the Entertainment Fund.
- b. Each rig pays for its own parking at campouts where fees are charged. Details to be given before each campout.
- c. Fee for campout breakfast is \$2.00 per person.
- d. Miles at the rate of \$0.30 per mile is allowed the Chapter President or his/her representative for mileage to and from the two State Committee meetings and the Samboree that are held outside the local area.

Adopted: March 11, 2013

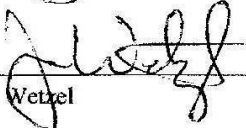
COMMITTEE:



Art Bloom

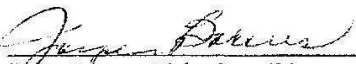


Ray Hess



Jon Wetzel

SUBMITTED TO AND APPROVED BY:




Joyce Barcus, Idaho State Director

SUBMITTED TO AND APPROVED BY:



Wayne/Mary Swanson, Regional Director

EFFECTIVE DATE:



July 11, 2013

The Good Sam Club Pledge

As a member of the Good Sam Club I pledge to give aid to others in need, respect nature and the environment, give back to the community and those less fortunate, treat others with dignity and respect, and to wear a smile (like Good Sam and Good Samantha's) and promote the pledge of the Good Sam Club to others.

U. S. CONSTITUTION: PREAMBLE

We the People of the United States, in Order to form a more perfect Union, establish Justice, insure domestic Tranquility, provide for the common defense, promote the general Welfare, and secure the Blessings of Liberty to ourselves and our Posterity, do ordain and establish this Constitution for the United States of America.