

TWIN FALLS TRAVELERS CHAPTER STANDING RULES

ARTICLE I: NAME

- As Chartered by the Good Sam Club, this Chapter shall be known as the **TWIN FALLS TRAVELERS** and was organized on 11-18-76. The aforementioned shall recognize the Good Sam Club's Constitution and By-Laws as their ultimate body of law.
- The Twin Falls Travelers will always use the terminology *Chapter* when referring to this Chapter, *Organization* when referring to the State and Club when referring to the Good Sam Club.

ARTICLE II: MEMBERSHIP

- **Section 1.** All members of this Chapter must be members in good standing with the Good Sam Club (and must annually report their Club membership number to the Chapter Secretary, as evidence thereof).
- **Section 2.** Applicants are encouraged to attend at least two Chapter campouts or meetings prior to submitting an application for membership.
- **Section 3.** Annual dues of \$15.00 per year must be paid to the Chapter Treasurer within 30 days of receipt of application and acceptance for Chapter membership, and thereafter no later than the October meeting.
- **Section 4.** Membership in the Twin Falls Travelers Chapter shall be unlimited as to number of members.
- **Section 5.** All members shall be required to host or co-host one meeting or campout annually. Responsibilities are as follows:
 - **A.** Selecting campout/meeting sites **B.** making all necessary arrangements for outings, tours and activities at campouts/meetings **C.** appointing a committee to assist with parking, collecting fees, and coordinating activities as necessary at campouts/meetings **D.** notifying all members of place and time of campouts/meetings.
- **Section 6.** The conduct of each Chapter member during Chapter activities shall be at all times a credit to the Chapter and to the Good Sam Club.
- **Section 7.** Failure to comply with the above Chapter Standing Rules will result, after three (3) written warnings from the Executive Committee, in forfeiture of membership. Individuals shall be notified in writing listing the cause, signed by three (3) elected Chapter officers, that his/her Chapter membership has been terminated.

ARTICLE III: DUES

- **Section 1** Chapter dues shall be established by a 2/3rds majority vote of all Chapter members present. Chapter dues shall stay in the Chapter accounts.
- **Section 2.** State dues – If the State Committee of which this Chapter is a member has established State dues, said Chapter members will be required to pay such annually.

ARTICLE IV: VOTING

- **Section 1.** Each family membership (unit) shall be entitled to two votes except the President who shall only vote to break a tie. At the discretion of the membership, all voting for issues (including new memberships) shall be by show of hands or written ballot.
- **Section 2.** A quorum at any individual meeting shall be ½ of those Chapter members plus one (1) in good standing who are present.

ARTICLE V: MEETINGS

- **Section 1.** Winter meetings shall normally be held on the Third Tuesday of each month. Campouts shall normally be held the Third weekend following the first Tuesday of the month. Meetings dates may be changed to fit the circumstances if necessary.
- **Section 2.** Special meetings may be called by the Chapter President at his/her discretion.

ARTICLE VI: CHAPTER OFFICERS

- **Section 1.** Officers of this Chapter shall be the President, Vice-President, Secretary, Treasurer, and Sunshine/Publicity and such additional officers as deemed necessary by members of this Chapter.
- **Section 2.** All officers will be elected (or appointed by Chapter President) at an annual Chapter meeting and will hold office for two (2) years.

ARTICLE VII: NOMINATING OF OFFICERS

- **Section 1.** A nominating committee of three (3) members shall be appointed by the President at the August meeting.
- **Section 2.** The nominating committee shall submit the name of at least one candidate for each of the following offices.
 - **A.** President
 - **B.** Vice-President
 - **C.** Secretary
 - **D.** Treasurer
 - **E.** Sunshine/Publicity
- **Section 3.** Additional candidates may be nominated from the floor.
- **Section 4.** Acceptance of a candidates nomination shall be indicated either:
 - **A.** In person at the meeting, or
 - **B.** In writing prior to the meeting and reported to the membership at the meeting.
- **Section 5.** The nominating committee may be reactivated by the President to make nominations to fill a vacancy.

ARTICLE VIII: ELECTION OF OFFICERS

- **Section 1.** The following officers will be elected at a biennial Chapter meeting, and will hold office for two (2) years: President, Vice-President, Secretary, Treasurer, Sunshine/Publicity
- **Section 2.** Nominations and elections shall be held at the September meeting. Swearing in of elected officers will be held at the December meeting and they will take office as of January 1st.
- **Section 3.** Election Committee – The President shall appoint a committee of not more than five (5), but not less than three (3), Chapter members (not currently Chapter officers) to prepare ballots and tally election votes. At the discretion of the membership, votes may be cast by show of hands or written ballot.
- **Section 4.** Nominations can be made by any Chapter member in good standing, either in person at the designated meeting or in writing to the Chapter President before the date of the designated election meeting.
- **Section 5.** Elections – All Chapter members in good standing are entitled to vote.
- **Section 6.** Members of the same family may not hold any of the above elected positions concurrently unless special permission is agreed upon by the membership.
- **Section 7.** Roster of Newly Elected Officers and all Chapter members must be updated annually on the State website.

- **Section 8.** Vacancies – In the event of the resignation or removal of a Chapter officer, the President may, at his discretion, with the approval of the other members of the Executive Committee, appoint a pro-tem officer to fill the vacancy until the next scheduled election or until a special election can be held.

ARTICLE IX: DUTIES OF OFFICERS

- **PRESIDENT:**
 - Presides at all meetings,
 - Appoints all committees,
 - Supervises all Chapter activities.
 - Represents the Chapter as a member of the State Committee at quarterly State Committee meetings.
 - Authorizes extraordinary expenditures, as identified by the treasurer, after telephone conference with the Executive Committee.
- **VICE-PRESIDENT:**
 - Conducts meetings in the absence of the President,
 - Coordinates activities of all committees,
 - Operates the Chapter store and is accountable to the Treasurer for all monies handled.
- **SECRETARY:**
 - Records the minutes of all meetings of the Chapter with the time and place of the meeting, how called or authorized, the notice thereof given, the names of those present at Chapter meetings, number of members present at membership meetings and the proceedings thereof.
 - Receives, reads and answers all correspondence after action taken by the membership at meetings, or at the direction of the Chapter President.
- **TREASURER:**
 - See Article VIX- Treasury
- **SUNSHINE/PUBLICITY**
 - Sends Birthday, Thank-you, Anniversary Get Well and Sympathy cards as agreed upon by the membership.
 - Reports on same to members at regular scheduled meetings.
 - Receives correspondence and reports to members at regular scheduled meetings.
 - Submits news of Chapter activities to the State Director for Highways publication
 - Generates publicity for Chapter from local media and other duties as required.
 - Submits expenses to the Treasurer or Chapter for reimbursement
- **EXECUTIVE COMMITTEE:** The Executive Committee will consist of all elected Chapter Officers.
 - The newly elected Executive Committee shall review the Chapter By-Laws upon taking office and suggest changes at that time, if needed.
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ARTICLE X: TREASURY

- **Section 1. The Treasurer:**
 - Receives all Chapter monies from dues or any other sources.
 - Reports all incoming monies to membership at regular business meetings.
 - Presents all expenditures of monies from the Chapter treasury to be ratified by the membership at regular business meetings.
 - Notifies the Chapter President of all extraordinary expenditures requiring immediate action.
- **Section 2.** All expenditures of monies from the Chapter Treasury shall be ratified by the membership at a regular business meeting.
- **Section 3.** All disbursements from the Chapter Treasury shall be by check, co-signed by the Treasurer and Chapter President, after ratification by the membership. Exceptions may be made at

the discretion of the President in cases where the expenditure is for less than one dollar. These disbursements may be made from available cash on hand, but will be duly recorded in the financial records of the Chapter.

- **Section 4.** The Chapter Officers shall appoint three members of the Chapter (non officers) to act as an audit committee, with the President acting as Chairman. This audit will be conducted annually in conjunction with the relief of the outgoing officers and installation of new officers. It will be carried out regardless of whether the Treasurer is re-elected. The outgoing and incoming Treasurer will participate in this annual audit to attest to his/her own satisfaction as to the validity of the audit. Special audits shall be initiated by the President whenever a change in the Chapter occurs.

ARTICLE XI: COMMITTEES

- The President shall be empowered to appoint such special committees as he deems needful at any time; or on the majority vote of the members at any meeting, he shall appoint committees as they direct.

ARTICLE XII: DISBANDMENT

- **Section 1.** The Executive Committee must notify in writing the State Director and all members listed on the current Chapter roster of the Chapter's intention to disband, unless objection is voiced by Chapter members to both the State director and the Executive Committee within thirty (30) day of receipt of the notification letter.
- **Section 2.** Upon official dissolution of the Chapter, the Chapter Charter must be forwarded to the State Director.
- **Section 3.** If this Chapter should decide to disband, all monies still left in the Chapter Treasury shall be distributed as follows: Contributed to a charitable organization of the Chapter's choosing.

ARTICLE XIII: AMENDMENTS

- Proposed amendment(s) of the By-Laws shall be presented to/by the President in writing and shall be read to the members at the next three (3) regular meetings. Written proposed amendments shall then be given all members at least thirty (30) days prior to voting on said change(s). A positive vote from ½ plus one (1) of all Chapter members present shall be required for approval of such amendment(s). The amended document shall be submitted to the State Director for approval.

5/25/2013

Gale Chipman, President
Revised by Sue Chipman, Corresponding Secretary

State Director

Date

Regional Director

Date