

UNIT CONSTITUTION

ARTICLE I NAME OF ORGANIZATION

SEC. 1 This organization is a chartered Unit of the Wally Byam Caravan Club International, Inc., and shall be known as the AL-MON-O Pennsylvania (PA) Unit of the Wally Byam Caravan Club International, Inc.

ARTICLE II OBJECTIVES

SEC. 1 The objectives of this non-profit organization shall be to furnish encouragement and assistance in the development of the Unit and thus afford fraternization for recreational vehicle owners; to encourage safe driving and assist in improving the general welfare of the recreational vehicle public through assistance and active participation of all its members in building a strong organization for the betterment of good will toward recreational vehicle travel; to coordinate with and participate in the interests and activities of the International and the Region; to cooperate with other organizations and units within our sphere which are seeking to elevate their standards and ethics; to disseminate information of an advisory and educational nature which will be of value to its members and the public; to study, advise and recommend legislation which is in the interest of the recreational vehicle public and oppose all legislation which is discriminatory and injurious to the recreational vehicle public; and to encourage government and private agencies to provide more and better recreational vehicle parks and facilities.

ARTICLE III MEMBERSHIP QUALIFICATIONS

SEC. 1 Adults who own a hard-sided recreational vehicle manufactured by Airstream, Inc. shall be eligible for membership.

SEC. 2 There are two classes of membership in this Unit: Regular Member and Affiliate Member.

SEC. 3 An applicant for membership in this Unit must submit an application in writing and, upon the payment of International and Unit dues, shall be a Regular Member of this Unit.

SEC. 4 Regular Members who have sold their recreational vehicle manufactured by Airstream, Inc., may, upon request, retain their membership as Regular Members of this Unit pursuant to the provisions of Section 2. Article V of the International Constitution. Such Regular Members shall possess all the rights and privileges of the International Club, including full voting rights in all elections and on all questions.

SEC. 5 Regular Members of another Unit may become Affiliate members in this Unit by submitting an application to the Membership Chairman or Treasurer and upon acceptance shall possess all the rights and privileges of the Unit, except the right to hold office in the Unit or the right to vote in the selection or election of officers in the Unit, Region or International or on any amendment to the Unit or the International Constitution or on the dissolution of the Unit or the merger of the Unit with another Unit.

SEC. 6 Applicants for Affiliate membership in this Unit must submit dues and show evidence of membership in the International Club through another duly chartered unit.

SEC. 7 Failure to pay either Unit or International dues will automatically terminate membership in the Unit.

SEC. 8 In those cases of co-ownership of a hard-sided recreational vehicle manufactured by Airstream, Inc., the rights and privileges of membership shall be deemed to include the spouses of such co-owners but collectively such owners shall possess one vote only, except such co-owners who each pay additional International and Unit dues to this Unit shall each have one vote. There is one vote per Regular member NUMBER.

ARTICLE IV OFFICERS AND THEIR ELECTION

SEC. 1 The Unit Officers consist of a President, 1st Vice President, 2nd Vice President, 3rd Vice President, Corresponding Secretary, Recording Secretary and Treasurer. The Secretarial positions may be held by one person, or multiple persons.

SEC. 2 The Officers shall be elected each year at the annual business meeting. After installation, they will assume office on January 1 of the succeeding year and each shall serve for a term of one year or until a successor is elected and qualifies. No officer shall succeed himself in any office, except the Recording Secretary, Corresponding Secretary or Treasurer if duly elected and installed.

SEC. 3 The Trustees shall be elected each year at the annual business meeting, each for a term of two years commencing January first, but arranged so that one-half of the Trustees terms expire in any one year. No Trustee shall serve more than one two-year term consecutively.

SEC. 4 In the event of the death, advancement or resignation of the President or a Vice President, or his inability to fulfill the duties of office, the next ranking Vice President (in order First, Second, Third) shall succeed thereto. All other vacancies on the Executive Board, except that of Immediate Past President, shall be filled by a majority vote of the Board.

SEC. 5 An officer who advances to an office pursuant to the provisions of Sec 4 of this ARTICLE shall not be deemed to have served a full term in such office unless said service is for a period of greater than one-half (1/2) the term of such office.

ARTICLE V EXECUTIVE BOARD

SEC. 1 The Executive Board shall consist of all of the individuals holding the Unit Offices listed in Article IV, Section 1 plus the Immediate Past President and four Trustees.

SEC 2 The Executive Board shall be the administrative body of the Unit and shall define the policies of and have full administrative authority in all matters pertaining to the Unit, and shall exercise general control and supervision of all officers and committees.

SEC 3 The President or any two members of the Executive Board may call a business meeting of the Executive Board at any time deemed necessary.

SEC. 4 A quorum of the Executive Board shall consist of a majority of its members.

ARTICLE VI
UNIT BUSINESS MEETINGS

SEC. 1. This Unit shall hold at least one annual business meeting during the Fall months of each calendar year. Such a meeting shall be announced by written notice and delivered to the members not less than fifteen days prior to the meeting. The notice shall indicate the time, location, and purpose of the meeting. A quorum for conducting business at the annual meeting, or any additional business meetings, shall be not less than 25 percent of the Regular members.

SEC. 2 Additional business meetings of the members may be held at a suitable time and place during the second day of each rally of the members. If the rally or meeting is of less than two days duration, written notice to the members indicating the time, location and purpose of such meeting shall be delivered to the members not less than fifteen days prior to the meeting.

SEC. 3 The Executive Board, by majority vote, may call additional business meetings of the members.

SEC. 4 Each Regular Member, identified by the International Club membership number, voting at the annual or additional business meetings of this organization, has one vote, including co-owners who each pay International and Unit dues to this Unit as provided for in Article III, Section 8.

SEC. 5 A mail ballot may be used to obtain the vote of the members of the Unit on a proposal when such is deemed desirable or necessary. When a mail ballot is used to obtain the vote of the members of the Unit on a proposal, no other method of voting on such proposal shall be utilized

ARTICLE VII
BY-LAWS

SEC. 1 By-Laws consistent with this Constitution, and with the Constitution, By-Laws and Policy of the Wally Byam Caravan Club International, Inc., embodying additional provisions for the government of the Unit may be adopted by the Executive Board.

ARTICLE VIII
AMENDMENTS

SEC. 1 Proposed amendments to this Constitution shall be submitted to the Executive Board in writing. The Executive Board shall submit all such amendments to the members for their consideration.

SEC. 2 Any Article or Section of this Constitution may be amended, replaced or repealed by a two-thirds majority vote of the members present and voting at a regular business meeting of the Unit, or a special meeting called for that purpose, providing in either case, a notice containing the proposed amendment or amendments has been mailed first-class to each member of the Unit at least fifteen days prior to such a meeting.

SEC. 3 All amendments to this Constitution shall become effective upon adoption.

This Constitution was adopted and made effective April 24, 2009 at Nelson's Farm, West Alexander, PA.

UNIT BYLAWS OF
AL-MON-O PA UNIT

ARTICLE I
ORDER OF BUSINESS

SEC. 1 Parliamentary procedure for all meetings of the Unit and the Executive Board shall be governed by the current edition of ROBERT'S RULES OF ORDER NEWLY REVISED except when they are in conflict with the Constitution, Bylaws, or Policy of this Club.

SEC. 2 The order of business shall be:

- A. Pledge of Allegiance
- B. Roll call of Executive Board and determination of quorum
- C. Reading and approval of the minutes of previous meeting
- D. Treasurer's Report
- E. Reading of correspondence
- F. Report of Committee Chairpersons
- G. Unfinished business
- H. New Business
- I. Announcements
- J. Adjournment

ARTICLE II
COMMITTEES

SEC. 1 Special Committees may be appointed by the President as required. The President shall appoint the Chairperson of all committees as the need for a special committee arises. The appointed Committee Chairperson along with the Unit President shall then select unit members to serve on the Committee.

ARTICLE III
GUESTS

SEC. 1. A guest (or guests) sponsored and invited by a member in good standing may attend activities of the Unit. Members sponsoring such a guest shall pay one-half extra rally fee for each guest, exclusive of the parking fee, (see Rally Fee Article IX).

SEC. 2 The Unit, once each calendar year, may host an invitation rally with an RV club not chartered by the WBCCI, and it may conduct, twice each calendar year, a Buddy Rally or Caravan or combination thereof to which each unit member may invite not more than one non-member recreational vehicle family.

SEC. 3 Members in good standing of other units affiliated with the WBCCI may attend activities of the Unit, provided that such members, where required, shall have made prior reservation for such attendance.

ARTICLE IV
NOMINATING COMMITTEE

SEC. 1 The Executive Board shall, not less than 90 days prior to the Unit's annual business meeting, appoint a three member Nominating Committee who shall, after having obtained the prior consent of each proposed nominee, place in nomination one candidate for each office and trustee position to be filled by election at the annual meeting.

SEC. 2 The nominated slate of candidates shall be listed in the newsletter prior to the annual business meeting. Additional candidates, who have previously consented, may be placed in nomination from the floor at that meeting. No seconds are required for any nomination.

SEC. 3 Officers will be installed at a regular rally or meeting in the Fall of the year. The term of office will commence on January 1 of the next calendar year.

ARTICLE V
DUTIES OF OFFICERS

SEC. 1 The President shall preside at all meetings of the Unit and Executive Board, enforce the Constitution and Bylaws, appoint all committee Chairpersons, and have such powers and duties as normally pertain to the principal executive office.

SEC. 2 The 1st Vice President shall attend all business meetings of the Unit and the Executive Board and shall assist the President and assume the duties of the President in his absence. Also, it is his duty to set up the rallies for the year that he will be President, which is done the year prior to his term as President.

SEC. 3 The 2nd Vice President shall attend all business meetings of the Unit and the Executive Board; shall assist the President and the First Vice President; shall assume the duties of the First Vice President in the absence of said officer; shall assume the duties of the President in case of the absence of the President and the First Vice President; shall perform other duties as assigned by the Executive Board.

SEC. 4 The duties of the 3rd Vice President, as assigned by the Executive Board, shall be to see that supplies are transferred to the next Hosts and assure visitors and guests are chaperoned at Unit activities. 4 The 3rd Vice President shall attend all business meetings of the Unit and the Executive Board; shall assist the President and the First Vice President and the Second Vice President ; shall assume the duties of the Second Vice President in the absence of said officer; shall assume the duties of the First Vice President in the absence of the First Vice President and the Second Vice President; shall assume the duties of the President in case of the absence of the President and the First Vice President and the Second Vice President; shall perform other duties as assigned by the Executive Board.

SEC. 5 The Recording Secretary shall record and preserve the minutes of all official meetings of the Unit and the Executive Board, shall record the attendance of the Officers and Trustees at each meeting and advise the presiding officer if a quorum is present.

SEC. 6 The Corresponding Secretary shall issue notices of all meetings of the Unit and the Executive Board as prescribed in the Constitution, prepare and answer all correspondence as needed, and keep a register of all members of the Unit. The Unit Newsletter, to be sent out before each affair or rally of the Unit, shall be prepared by the Corresponding Secretary, or another person designated as Newsletter Editor.

SEC. 7 The Treasurer shall maintain the financial records of the Unit; shall receive all monies and promptly deposit them in the bank previously chosen by the Executive Board; shall notify members of expiration of dues and issue receipts for dues paid; submit a full written report of finances to the Executive Board at each meeting and before the end of his term of office he shall have his books and accounts audited by a committee of not less than two members selected by the President. He shall deliver all books, monies and

property of the Unit held by him promptly to his successor.

SEC 8. The duties of the Trustees shall be to attend all meetings of the Unit and Executive Board, and to accept special assignments as directed by the President.

ARTICLE VI DELEGATES

SEC. 1 The Executive Board shall select a delegate and one alternate delegate from among the officers and Regular members who will attend business meetings of the parent organization, the Wally Byam Caravan Club International, Inc. Any vacancy occurring following such selection shall be filled by appointment by the President. The President and Corresponding Secretary shall certify to these appointments.

SEC. 2 The delegates shall be instructed to cast the Unit's entitled votes on all proposed amendments to the Constitution of the International Club and for International officers as determined by ballot. Ballots shall be handed to the members in person or mailed by first class mail at least sixty days prior to the annual meeting of the delegates. There is one vote per Regular Unit member, that is, one vote per member who pays International dues through the Unit.

ARTICLE VII DUES

SEC. 1 Annual Unit dues shall be set by the Executive Board and announced to the membership before September 1. Dues are due by Nov 1st along with International dues, paid through the Unit Treasurer.

SEC. 2 A member who fails to pay properly assessed International and Unit dues before November 1 may not be listed in the Annual Membership Directory of the International Club for the following year. If the dues are not paid and received by the Treasurer on or before December 31, the membership will be terminated.

SEC. 3 Previous Regular Unit members who no longer belong to the International Club and no longer own an Airstream or any other type of RV Unit may maintain their contact with Unit activities by paying an annual fee. These persons shall be called AL-MON-O PA Alumni. These persons can not vote on Unit affairs or hold a Unit office. These persons will receive copies of all Unit newsletters, and will be welcome to attend Unit activities.

SEC. 4 The Unit will send either flowers or a cash donation in respect of a deceased Unit member or fee-paying AL-MON-O PA Alumni or a person in the member's immediate family who lived in the household. Cost of each response shall not exceed \$50.00. Funds will come from the Unit's treasury. The Unit President may appoint a person or persons to oversee this function of the Unit and to take appropriate action when the need arises.

ARTICLE VIII
UNIT PUBLICATIONS

SEC. 1. The Unit's directory shall include the following:

- A. Listing of Unit Officers and Trustees
- B. Listing of Region 2 officers, with addresses
- C. Listing (with address, phone number, membership number)

Regular Unit Members

Affiliate members - those who pay International dues through another unit

AL-MON-O PA Alumni

- D. Listing of Unit activities for the calendar year with dates and locations
- E. Emergency Phone Calling List
- F. List of past Unit Presidents
- G. Updated copy of the Unit's Constitution and Bylaws
- H. Wally Byam Creed
- I. Other information deemed appropriate

SEC. 2 The Unit's newsletter shall be called THE POINT with a graphic representation of the City of Pittsburgh's skyline.

ARTICLE IX
RALLY FEE

SEC. 1 The Rally fee shall cover the following expenses:

- A. Food costs for any meal provided by the Hosts
- B. Costs for table decorations
- C. Costs for prizes and awards
- D. Optional: Costs for tours, entertainment or other activity

SEC. 2 The Rally fee shall be assessed on a per-person basis.

SEC. 3 The Rally fee shall not include the campsite (parking) fee.

SEC. 4 The Rally fee shall not include costs for catered or purchased meals at restaurants.

SEC. 5 All members and guests attending only the Friday night dinner at a rally shall be responsible for paying an appropriate fee.

SEC. 6. All members arriving to a rally on Saturday with their trailer shall be assessed an appropriate rally fee, less the cost of the Friday night meal, if there is one.

SEC. 7 International Officers attending a Unit activity such as a rally or dinner shall be considered guests of the AL-MON-O PA Unit and their costs will be covered by the Unit Treasury.

SEC 8. Fee Refunds from state and Region Rallies. When a refund is received from either of these events, the funds will be deposited in the treasury, with the intent to be divided equally among those who attended the event. The refund amount will be announced at the Unit meeting following the receipt of the refund. Anyone who wishes to leave their share in the Unit's treasury will contact the treasurer to that effect. All others will be given a check in the amount of their refund share.

ARTICLE X UNIT BANKING ACCOUNT

SEC. 1 Those authorized to sign checks issued in the name of the Al-Mon-O PA Unit are:

President

1st Vice President

Recording Secretary

Treasurer

SEC. 2. At a vote of the Executive Board another member may be authorized to be added to the signatory card as an assistant to the Treasurer in case of travel or other reason the Treasurer is unable to sign checks and other officers are not available.

SEC. 3. Signature cards signed by each of these individuals shall be kept on file in the bank holding the Unit's account.

ARTICLE XI CODE OF ETHICS

SEC 1 All members shall abide by the following Code of Ethics:

A. To be ever mindful of our responsibility to the Wally Byam Caravan Club International, Inc., and through conduct indicate to the public that membership in this organization is an assurance of courtesy on the road and elsewhere and of good will to all peoples and countries.

B. To say or print nothing which may reflect unfavorably on others and to dedicate ourselves to the work of cementing together the members of our units and Club in bonds of friendship, good fellowship and mutual understanding.

C. To conduct ourselves so as to inspire others also engaged in recreational vehicle travel to a full appreciation of the intent and meaning of this code

D. To maintain our camps and parking areas in a proper manner and to leave them in a neat and clean condition.

ARTICLE XII
LIABILITY

SEC. 1 Neither the Unit nor its members are responsible for the loss of or damage to property or for injury to or death of a person on the premises of any Unit function. This freedom from responsibility for loss or damage to property applies regardless of whether that property has been received by any member or officer or left upon the premises.

ARTICLE XIII
AMENDMENTS

SEC. 1 Amendments of these Bylaws may be made at any business meeting of the Executive Board provided the proposed amendment has been submitted to all members of the Executive Board in writing ten (10) days prior to such meeting. A majority of the Executive Board must vote positively to adopt an amendment.

SEC. 2 Such amendments shall become effective upon adoption.

ARTICLE XIV
DISSOLUTION

SEC. 1 In the event the members of this Unit deem it desirable for this Unit to merge with another Unit, or for the Unit to consolidate with other Units, or for the Unit to dissolve, the members shall, through the President of this Unit, follow the appropriate procedures as prescribed in ARTICLE VII, Sections 1 through 6 of the Bylaws of the International Club. These procedures are in accordance with Section 501 (c) (7) of the Internal Revenue Service Code. Whether the Unit merges with another Unit, or consolidates with other Units, or the Unit dissolves, none of the funds or property shall enure to the benefit of any member.

These Bylaws were amended and placed into effect April 24, 2009 at Nelson's Farm, West Alexander, PA.
These Bylaws were further amended and placed into effect September 18, 2015 at Deer Hunter's Campground, Harrisville, PA.