

## **Professional RV Vendors Chapter Bylaws**

### **ARTICLE I – CHAPTER NAME**

The name of this not-for-profit organization shall be the Professional RV Vendors Chapter (PRVVC) of the Family Motor Coach Association, Inc., hereinafter referred to as Chapter and FMCA.

### **ARTICLE II – OBJECT**

1. **PURPOSE:** This Chapter exists to promote social, recreational, and informational exchange activities that provide for the enjoyment and pleasurable use of family and commercial member coaches.
2. **AREA/SCOPE:** This Chapter shall be authorized to function as an International Chapter for commercial members only.

### **ARTICLE III – MEMBERS**

1. **ELIGIBILITY:** To be eligible for and to maintain membership in the Chapter, a person must be in good standing as a Commercial Member with FMCA, have a business and exhibit and/or sell products or services, and meet the dues requirement and provisions set forth in the Bylaws of this Chapter. To be a voting member of the Chapter a person must be a Family Member of FMCA and own at least 1/3 of an FMCA-approved coach. Membership in this Chapter shall not be denied any person because of race, sex, religion, color, marital or family status, age, nationality, or disability.
2. The requirement for commercial membership in FMCA will be waived for any Chapter member in good standing, who is a FMCA family member in good standing, and who does not have a FMCA commercial membership as of March 1, 2005. These members may not participate in National Conventions or any regional rally where a commercial membership in FMCA is required by FMCA.
3. The term “Commercial Unit,” is defined as a person representing a company vending/exhibiting at FMCA rallies or conventions; his or her spouse, or partner; dependents of each, regardless of age; non-dependent grandchildren and great-grandchildren age 18 and under.
4. The term “Membership,” is defined as either a commercial unit or an individual or individuals who share a commercial membership number.
5. The term “Qualifying Motor Coach” is defined as a self-propelled completely self-contained vehicle that contains sanitary facilities and in which the driver’s area is directly accessible in a walking position from the living quarters. The terms motor coach and motor home may be used interchangeably.
6. The term “Member,” is defined as each adult who, jointly or individually, constitutes a membership. The voting rights of each member are defined in Article VI 3 E.

7. DUES AND FEES:

- A. ANNUAL DUES: Annual payment of Chapter and National dues enables persons to become active members and entitled to all rights and privileges of the Chapter and FMCA. The annual dues for membership in the Chapter shall be an amount as the membership establishes
- B. RENEWAL: Renewal dues from Chapter members become due and payable on January 1 of each calendar year.
- C. INITIAL APPLICATION: Application for new membership shall be accompanied by proof of Commercial Membership in FMCA and of Family Membership in FMCA, as applicable and payment of annual Chapter and National dues (unless already an FMCA member). If an initial application is accepted after September 30th, the dues shall be regarded as covering the next membership year.
- D. INITIATION FEE: New and reinstated members may be required to pay an initiation fee in an amount to be established by the Chapter membership.
- E. ARREARS: Any member whose dues remain unpaid for more than 60 days after becoming due shall be considered delinquent; after 120 days membership is canceled.

**ARTICLE IV – OFFICERS**

- 1. DUTIES OF OFFICERS: The duties of elected officers shall be as defined in the FMCA Member and Volunteer Handbook.
- 2. TERMS OF OFFICE: The elected officers of this Chapter shall serve a 2 year term of office, with a maximum length of term of any office being four (4) years consecutively, or until their successors are elected.
- 3. RIGHTS AND LIMITATIONS:
  - A. All officers of the Chapter must be Family Members in good standing with FMCA and own a qualifying Motor Coach or at least 1/3 interest in a qualifying motor coach to hold office in this Chapter.
  - B. An individual FMCA member may not hold office in more than 1 Chapter.
  - C. Individual FMCA members may hold no more than 2 offices in the same Chapter.
  - D. Any member in good standing may be nominated from the floor for any elective office.
  - E. Only Full Members, Full Lifetime Members, Life Members, or Honorary Members who have advanced from one of these classes have the right to hold office in the Chapter.
  - F. No official or member shall become vested of any right, title to, or interest in any Chapter property, except as required by law.

4. EXECUTIVE BOARD:
  - A. The officers of the Chapter shall constitute the Executive Board.
  - B. The Executive Board shall have general supervision of the affairs of the Chapter between its business meetings. The Board shall be subject to the orders of the Chapter, and none of its acts shall be in conflict with the Chapter or FMCA.

## **ARTICLE V – COMMITTEES**

1. APPOINTMENT: Committee members and Chairperson (except Nominating Committee) shall be appointed by the President.
2. DUTIES:
  - a. All committees shall function within the policies of the Chapter and (except Nominating Committee) under the direction of the President. Financial reports, vouchers, and monies due the Chapter shall be submitted on a timely basis.
  - b. Each committee shall establish and maintain written operating procedures.
3. QUORUM: A committee quorum shall be a majority of the members of the committee.

## **ARTICLE VI – CHAPTER ADMINISTRATION**

1. AUTHORITY: This Chapter shall be democratically self-governed, deriving its existence and authority from the consent of its membership assembled in meeting or, in certain instances, by mail vote on stated propositions.
2. ORGANIZATIONAL YEAR: The fiscal and membership year of the Chapter shall commence on January 1 and end on December 31st.
3. CHAPTER MEETINGS:
  - A. Types: The term “meeting” shall include coach rallies, campouts, dinner meetings, and any other gatherings suitable to the function of the Chapter.
  - B. BUSINESS MEETINGS: The Chapter must hold at least 2 business meetings each membership year at which a quorum is present. Said meetings must be at least 14 days apart and be duly announced in advance to the membership. These meetings will take place at the annual FMCA Spring and Summer National Conventions.
  - C. ANNUAL ELECTION: One of the business meetings shall be an Annual Meeting at which an election is held, if required. The voting general membership is to elect Chapter officers, including a President, 10 Vice Presidents, a Secretary, a Treasurer, a National Director, and an Alternate National Director. Henceforth a mail ballot will be mailed at least 60 days prior to meeting.
  - D. QUORUM: A quorum for the transaction of business at any duly called Chapter meeting is 25% of the qualifying voting Chapter membership or 15 qualifying unit members, whichever is less.

- E. VOTING: Except as specified elsewhere in these Bylaws, a simple majority vote of qualifying voting members in good standing and voting shall be required to approve or disapprove any matter. The Chapter has established that voting will be 1 vote per qualifying voting commercial unit.  
Balloting by mail or electronic mail may be undertaken when a proposed matter is determined to be of such importance or urgency that a total membership vote is advisable and henceforth should include any Bylaw changes and Election of Officers.
- F. PARLIAMENTARY PROCESS: The rules contained in the current edition of ROBERT'S RULES OF ORDER NEWLY REVISED shall govern this Chapter's proceeding to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of FMCA and the Bylaws of this Chapter.
- 4. AFFILIATION: This Chapter must maintain a minimum of 15 commercial unit members.  
The Chapter Secretary shall furnish to the National Office of FMCA, no later than the last week in December, a membership list, a list of Chapter officers, and assurance that 2 business meetings were held.
- 5. ANNUAL AUDIT: An annual audit of the Chapter's financial books and records shall be undertaken and reported to the membership.
- 6. APPLICATION OF NATIONAL CONSTITUTION AND BYLAWS: This Chapter accepts and agrees that the Chapter Bylaws shall conform to any mandatory requirements stipulated in the Constitution and Bylaws of FMCA.

## **ARTICLE VII – ELECTIONS**

- 1. NOMINATING COMMITTEE COMPOSITION:
  - A. The Nominating Committee shall consist of not less than 3 qualifying voting Chapter members in good standing, nominated and elected every other year by the Chapter membership.
  - B. Election of an individual to the Nominating Committee shall not prohibit that person from being nominated for elected office.
- 2. NOMINATING COMMITTEE DUTIES:
  - A. To select one of its members as Nominating Committee Chairperson.
  - B. To nominate candidates for the Chapter offices of President, 10 Vice Presidents, Secretary, Treasurer, National Director, and Alternate National Director for the new year to be presented for voting by the qualifying voting Chapter membership.
  - C. To obtain clear acceptance of the nominees to serve the Chapter should they be elected.
  - D. To make certain that nominated candidates are members in good standing and qualified under applicable National and Chapter bylaws.
  - E. To nominate candidates to fill vacancies that occur in elected Chapter offices.

## **ARTICLE VIII – AMENDMENT OF BYLAWS**

1. **MANDATORY AMENDMENTS:** National Bylaw Amendments applicable to Chapter operations shall be automatically adopted by the Chapter and are not subject to a vote by the Chapter membership.
2. **AMENDING PROCEDURE:** These Bylaws may be amended by a 65% affirmative vote of the qualifying voting members present and voting at a duly called meeting, providing that prior notice of at least 30 days has been given of the proposition(s) to amend.  
Any qualifying voting member of the Chapter may propose amendments to the Bylaws. Proposals shall be made in writing to the Chairperson of the Bylaws Committee for consideration and procedural preparation.  
Approved amendments to these Bylaws become effective immediately upon their adoption, or at such time as specified in the amendment.
3. **DISTRIBUTION:** Copies of changes, additions, amendments, or revisions to these Bylaws shall be forwarded to the National Office and to the National Vice President.

## **ARTICLE IX – LIQUIDATION AND DISSOLUTION**

In the event of dissolution of this Chapter of FMCA, by majority vote of the Chapter, all of the remaining assets of the Chapter shall be contributed to the purposes for which this Chapter is organized, or to a qualified non-profit charity or charities.

**Approved by the Membership August 14, 2006**