

FAMILY MOTOR COACH ASSOCIATION
Bylaws for MONACO AMERICA Chapter

ARTICLE I - CHAPTER NAME

The name of this non-profit organization shall be the MONACO AMERICA Chapter of the Family Motor Coach, 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 member coaches.
2. AREA/SCOPE: This Chapter shall be authorized to function in the *INTERNATIONAL* Area and with a mutual interest in and ownership of MONACO MOTOR COACHES as defined in the Standing Rules.

ARTICLE III - MEMBERS

1. ELIGIBILITY: To be eligible for and to maintain membership in this Chapter, a person must own at least one third (1/3) of an FMCA-approved coach, be a member in good standing with FMCA, and meet the dues requirement and provisions set forth in the Bylaws of this Chapter.

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. DEFINITION: The term member as used herein is defined by FMCA as a family unit consisting of a husband and wife, or adult person(s), with or without children.
3. 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 this Chapter shall be an amount as the membership shall establish in the Standing Rules.
 - B. RENEWAL: Renewal dues from Chapter members become due and payable on or before *1 January each year*.

ARTICLE III - MEMBERS

(CONTINUED)

- C. INITIAL APPLICATION: Application for new membership shall be accompanied by payment of annual Chapter and National Dues (unless already an FMCA member). If an initial application is accepted after *October 1*, 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 two months after becoming due shall be considered delinquent; after three months, membership is cancelled.

ARTICLE IV - 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 *unusual* 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 31.
- 3. PAYMENTS AND RECEIPTS: All Chapter expenditures and reimbursement of expenditures shall be made by check. A receipt must accompany all requests for reimbursement. All cash monies received shall be receipted for with a copy of that receipt maintained in the Treasurers records.
- 4. CHAPTER MEETINGS:
 - A. TYPES: The term meeting shall include coach rallies, campouts, dinner meetings and announced formal business meetings.
 - B. BUSINESS MEETINGS: The Chapter must hold at least two (2) business meetings each membership year at which a quorum is present. Said meetings must be at least 14 days apart and duly announced in advance to the membership.
 - C. ANNUAL ELECTION: One of the business meetings must be an Annual Meeting at which the voting general membership is to elect chapter officers including a President, three Vice Presidents, a Secretary, a Treasurer, a National Director, and an Alternate National Director.

ARTICLE IV - CHAPTER ADMINISTRATION

(CONTINUED)

- D. QUORUM: A quorum for the transaction of business at any duly called chapter meeting is twenty-five percent of the Chapter family unit membership or fifty (50) family unit members which ever is less. In the event a quorum is not present the vote shall be taken in accordance with the Standing Rules.
- E. VOTING: Except as specified elsewhere in these Bylaws, a simple majority vote of members in good standing and voting shall be required to approve or disapprove any matter.
- 1) The Chapter has established that voting will be one vote per family unit.
 - 2) Balloting by mail may be undertaken when a proposed matter is of such importance or urgency as determined by the Executive Board that a total membership vote is advisable.
 - 3) Election of officers will be done by paper ballot.
- F. PARLIAMENTARY PROCESS: The rules contained in the current edition of ROBERT'S RULES OF ORDER NEWLY REVISED shall govern this Chapter's proceedings to which they are applicable and which they are not inconsistent with the constitution and Bylaws of FMCA, and the Bylaws of this Chapter.
5. MAINTAINING AFFILIATION: In accordance with the FMCA Bylaws, this Chapter must maintain a minimum of fifteen (15) family unit members. The Chapter Secretary shall furnish to the National Office of the FMCA, no later than the last week of December: a membership list, a list of Chapter officers, and assurance that two (2) business meetings were held.
6. ANNUAL AUDIT: An annual audit of the Chapters financial books and records shall be undertaken and reported to the membership.
7. APPLICATION OF THE NATIONAL CONSTITUTION AND BYLAWS: This Chapter accepts and agrees that the Chapter Bylaws shall conform to the mandatory requirements stipulated in the National FMCA Constitution and FMCA Bylaws.

ARTICLE V - OFFICERS

1. **DUTIES OF OFFICERS:** The duties of elected officers shall be as defined in the National FMCA Bylaws (FMCA Bylaws Article XVI) and as agreed to by the Chapter membership.
2. **TERMS OF OFFICE:** The elected officers of this Chapter shall serve a one-year term of office, or until their successors are elected.
3. **RIGHTS AND LIMITATIONS:**
 - A. An individual FMCA member may hold office(s) in only one (1) chapter.
 - B. Individual FMCA members may hold no more than two (2) elected offices in the same chapter.
 - C. Any member in good standing may be nominated from the floor for any elective office
 - D. 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 this Chapter.
 - E. 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 the FMCA.

ARTICLE VI - COMMITTEES

1. **APPOINTMENT:** Committee members and Chairperson (except Nominating Committee and as otherwise specified in these Bylaws) shall be appointed by the President.

ARTICLE VI - COMMITTEES (CONTINUED)

2. DUTIES: All Committees shall function within the policies of the Chapter and (except Nominating Committee and as otherwise specified in these Bylaws) under the direction of the President. Financial reports, vouchers, and monies due the Chapter shall be submitted *to the Treasurer* on a timely basis.
3. QUORUM: A committee quorum shall be a *majority of assigned members*.

ARTICLE VII - ELECTIONS

1. NOMINATING COMMITTEE COMPOSITION:
 - A. The Nominating Committee shall consist of three Chapter members in good standing, nominated and elected annually by the Chapter membership.
 - B. Election of an individual to the Nominating Committee shall not prohibit that person from being nominated to elected office.
2. NOMINATING COMMITTEE DUTIES:
 - A. To select one of its members as Nominating Committee Chairman.
 - B,. To nominate candidates for the Chapter offices of President, First Vice President, Second Vice President, Third Vice President, Secretary, Treasurer, National Director and Alternate National Director for the new year to be presented for voting by the Chapter membership.
 - C. To obtain in writing acceptance of the nomination and agreement to serve if elected by the nominee, after ensuring that the nominee is a member in good standing and qualified under applicable Chapter and FMCA Bylaws to serve in the position.
3. UNEXPECTED VACANCIES: In the case of an unexpected vacancy in any of the offices except National Director and Alternate National Director, the Nominating Committee shall appoint a chapter member to temporarily fill the office until a new officer can be elected.

ARTICLE VIII - AMENDMENT OF BYLAWS

1. MANDATORY AMENDMENTS: National FMCA 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 procedures may be amended by a two thirds (2/3) affirmative vote of the members present and voting at a duly called meeting, providing that a prior notice of thirty days has been given of the proposition(s) to amend.

Any member of the chapter in good standing may propose amendments to the Chapter Bylaws.

Approved amendments to these Bylaws become effective immediately upon their adoption, or at a time specified by the amendment.

3. DISTRIBUTION: Copies of changes, additions, amendments, or revisions to these Bylaws shall be forwarded to the National FMCA Office and the National Area Vice President.

ARTICLE IX - LIQUIDATION AND DISSOLUTION

In The event of the dissolution of this Chapter of the FMCA, by majority vote of the Chapter, all of the remaining assets of the Chapter shall be donated to a qualified non-profit charity or charities.

EFFECTIVE DATE Sept 10, 2008