

AMERICAN COACH ASSOCIATION NORTHERN CALIFORNIA CHAPTER BYLAWS

Last Amended 1 Jan 2009

ARTICLE-1 NAME

- 1.1 This nonprofit not incorporated association, hereafter referred to as "CHAPTER," shall be known as the AMERICAN COACH ASSOCIATION NORTHERN CALIFORNIA CHAPTER, hereinafter referred to as ACA NorCal or CHAPTER.

ARTICLE-2 PURPOSE

- 2.1 The purpose of the CHAPTER shall be to encourage, foster and promote the interest of motorhoming among owners of Fleetwood's American Heritage, American Eagle, American Dream, American Tradition and Limited model motor homes and to provide an organization encouraging camaraderie, motor home rallies and trips, and motor home information exchange among its American Heritage, American Eagle, American Dream, American Tradition and Limited owners, as well as information exchange with the manufacturer of the Fleetwood American Heritage, American Eagle, American Dream, American Tradition and Limited motor home.

ARTICLE-3 MEMBERSHIP

- 3.1 There shall be three (3) classes of membership: Regular, Commercial and Honorary.
- 3.2 Regular members shall be those persons, over the age of 18 years, who own a legal interest in a Fleetwood American Heritage, American Eagle, American Dream, American Tradition or Limited motor home and possess an active American Coach Association member number or have applied for one. Only one vote per each such motor home shall be counted in connection with organization decisions. Only one membership fee or dues shall be paid or assessed against the owners of a single motor home.
- 3.3 Commercial members shall be those companies or individuals who operate as distributors, dealers, agents, service centers, campgrounds or organizations providing service to the recreational vehicle Industry. Members shall not be entitled to vote or hold office in this organization.
- 3.4 Honorary members shall be those persons whom ACA NorCal especially desires to honor. They shall be elected by the Board of Directors and shall hold such honorary membership for the year elected. Honorary members shall not be entitled to vote or hold office in this organization, but shall be entitled to participate in all other activities and rallies and meetings of the CHAPTER.
- 3.5 Application for regular or commercial membership shall be made in writing and addressed to the Board of Directors of the CHAPTER accompanied by payment of such fees and dues as determined by the Board of Directors.
- 3.6 No person shall be disqualified from membership because of race, color, religion, sex, national origin, marital status or the presence of any handicap.
- 3.7 Regular membership is deemed a personal privilege and shall not be subject to sale, transfer, assignment or bequest.

ARTICLE-4 TERMINATION OR SUSPENSION OF MEMBERSHIP

- 4.1 All resignations shall be made in writing, addressed to the chapter Secretary.
- 4.2 A member may be either suspended or expelled by the Board of Directors for conduct injurious to the welfare of this organization or for failure to pay any dues or indebtedness to the CHAPTER within sixty (60) days of notification by the CHAPTER of such dues or indebtedness. The board of Directors may reinstate a terminated member upon such conditions as the board deems appropriate.

ARTICLE-5 MEETINGS OF THE MEMBERSHIP

- 5.1 The CHAPTER shall hold meetings in conjunction with scheduled rallies, there shall be at least three scheduled rallies per year, the date, time and place of the meeting to be determined by the Wagon Master of that rally in conference with the President.
- 5.2 Robert's Rules of Order shall govern the conduct of all meetings of the regular membership, except as otherwise provided by these by-laws.
- 5.3 Except as otherwise provided by law or by these by-laws, all questions shall be decided by majority vote of those regular member units in good standing, present and voting.

ARTICLE-6 BOARD OF DIRECTORS

- 6.1 The government of the CHAPTER shall be vested in the Board of Directors, composed of the President, Vice President, Secretary, Treasurer, and Membership Chairperson.
- 6.2 Regular and Special Meetings of the Board shall be held as directed by the President or Vice President. Such meetings may be conducted at any annual or regular meeting of the membership or by telephone or electronic mail.
- 6.3 A quorum shall consist of three of the Board of Directors.
- 6.4 If a vacancy occurs on the Board of Directors, the Board of Directors may appoint a qualified successor to serve until such appointee or a successor is elected at the next meeting of the regular membership.
- 6.5 The Board of Directors shall have the power to make such organization rules and to designate such committees as it deems advisable to carry out the purposes of the CHAPTER. The President shall also have the power to designate and appoint other committees, as the President deems advisable to carry out the purposes of this organization.

ARTICLE-7 OFFICERS

- 7.1 The officers of the CHAPTER shall consist of President, Vice President, Secretary, Treasurer, and Membership Chairperson, each of whom shall hold office for a term of two (2) years and shall terminate upon election of a qualified successor. Officers may be re-elected to a new term.
- 7.2 The duty of the President shall be to preside at all meetings, both of membership and of the Board of Directors and with the Secretary, to sign the record of the proceedings of all such meetings, to sign and execute all written contracts and obligations of the CHAPTER, to enforce all the by-laws and rules of the CHAPTER, to carry out the will of the Board of Directors, to appoint such committees as the President may deem appropriate, and to perform such other duties appropriate to that office.

- 7.3 It shall be the duty of the Vice President to assist the President in the discharge of his or her duties and, in the event of the President's absence or disability, to officiate in his or her stead and to assist other officers as deemed necessary.
- 7.4 It shall be the duty of the Secretary to keep a record of the proceedings of the Board of Directors and meetings of the regular membership, to keep and maintain at all times a roll of the regular, commercial and honorary members of the CHAPTER, to receive and conduct in an orderly fashion all correspondence for, and on behalf of the Board of Directors, to keep and maintain the CHAPTER files and to perform such other duties as pertains to the office of Secretary.
- 7.5 It shall be the duty of the Treasurer to receive and collect all funds owing to the CHAPTER, to be the custodian of all CHAPTER funds collected, to render a report at all meetings of the Board of Directors, to pay all CHAPTER bills, keep a record of all the funds and disbursements of the CHAPTER in proper books provided for that purpose, to render a financial report whenever called for by the Board of Directors or by the President and at regular membership meetings, and to perform such other duties as pertain to the office of Treasurer. The Treasurer shall never commingle the funds of the CHAPTER with his or her personal funds.
- 7.6 It shall be the duty of the Membership Chairperson to solicit new members for the CHAPTER, to work closely with the Treasurer to ensure that membership dues notices are sent to each CHAPTER member prior to each member's renewal date, to make an attempt to collect membership dues for multiple years for each member, and to make multiple follow-up attempts to contact and collect dues from members that do not respond to membership renewal notices. In addition, the duties of the Membership Chairperson shall include maintaining an up-to-date membership roster for all CHAPTER members in good standing.

ARTICLE-8 ELECTION

- 8.1 At the last meeting prior to July 1 of the second year, nominations for new officers shall be accepted from the floor. The regular membership shall nominate eligible regular members for President, Vice President, Secretary, Treasurer, and Membership Chairperson to fill the vacancies caused by the scheduled expiration of the term of all officers.
- 8.2 The Secretary shall receive the nominations and announce said nominations to the membership. The President shall conduct a proper vote of the membership to elect the above mentioned officers.
- 8.3 The Board of Directors is empowered to change the manner in which officers are elected provided that proper notice is given to all members as to the date, time and place and method of electing the officers.

ARTICLE-9 PRINCIPAL OFFICE

- 9.1 The principal office of the CHAPTER shall be determined from time to time by the board of Directors, recognizing that the residences of the officers may be spread widely among different counties and states.

ARTICLE-10 AMENDMENTS

- 10.1 These by-laws may be amended by a majority vote of the regular members in attendance at a properly noticed meeting. All regular members must be notified of the date, time and place of said meeting along with the proposed by-law change at least thirty (30) days prior to the meeting.

Date Amended	Summary of Changes
<i>1 Jan 2009</i>	<ul style="list-style-type: none">• <i>Changes approved by 100% of members present at 1 Jan 2009 CHAPTER meeting</i>• Addition of Membership Chairperson to Board of Directors• Board of Directors term of office changed from 1 to 2 years