

**WINNEBAGO-ITASCA TRAVELERS  
BY-LAWS FOR SPACE COAST WINNIES CHAPTER**

**ARTICLE I - Name**

The name of this organization shall be the SPACE COAST WINNIES Chapter of the Winnebago-Itasca Travelers. For brevity, the parent organization shall be known as WIT. The Chapter was chartered on 9/22/73.

**ARTICLE II-Chapter Colors & Symbols**

The Chapter colors are RED, WHITE, and BLUE. The Chapter symbol will be a Winnie orbiting the Globe.

**ARTICLE III-Purpose & Objectives**

Basic purpose:

To promote fellowship, friendship and fun among all members of WIT; to foster and develop recreational, social, and travel opportunities for the enjoyment, pleasure, and use of the members of WIT; and to encourage gatherings and outings on local levels.

Objectives:

To assist in protecting members' rights as private RV owners. To serve as a feedback mechanism to Winnebago Industries for the development of new motor homes of high quality.

**ARTICLE IV-Membership & Dues**

Section 1. The Chapter was formed as a part of Winnebago-Itasca Travelers.

Section 2. Any person or persons who is/are a WIT member(s) in good standing is eligible for membership in the Space Coast Winnies Chapter.

Section 3. Each new member will pay an initiation fee of \$20.00. This initiation fee is to cover one-time costs of two coach decals, two jacket patches, and two nametags. A membership consisting of one individual shall have the initiation fee prorated.

Section 4. The annual dues for the Space Coast Winnies Chapter shall be \$10.00 per year. Members joining after November 1<sup>st</sup> will be credited the remaining time in the current year and the next full year. Members joining after June 1<sup>st</sup> will pay only \$5.00 for the remainder of the current year.

Section 5. Membership dues are due and payable on or before February 1<sup>st</sup>. Dues not paid by March 1 are considered to be delinquent and membership shall be terminated providing delinquent notice was sent to the member.

Section 6. Honorary Members are owners/non-owners of Winnebago Industries RVs who promote or assist Chapter activities. They may include past members who, because of health or age, have sold their RV and can no longer participate as active members; (definition of participation: significant assistance to the local chapter.) Prospective Honorary Members may be nominated by the membership by submitting their names to the Executive Board for consideration of the above criteria and submittal to the WIT General Manager for approval. Honorary Members may attend state meetings, local chapter outings, and Grand National Rally. They may not vote or be owners of x-brand RVs. Honorary Members will be required to pay non-camping costs or event fees incurred, such as meals. Honorary Members will receive the *WIT Club News*, free of charge.

Section 7. Any member of the Chapter who sells their Winnebago Industries RV and does not buy another Winnebago Industries RV within 90 days will be dropped from the membership rolls and notification of such action will be sent to WIT.

- Section 8. Non-WIT/WIT member owners of a Winnebago Industries RV may be guests of the Chapter a maximum of two (2) times without becoming a member. Chapter members must be members in good standing of WIT, but need not be a member of the local state chapter.
- Section 9. Owners of non-qualifying units (anything other than a Winnebago Industries RV) may NOT attend Chapter functions as a guest except at a Friendship Rally, which must be held no more than once per year.
- Section 10. Admission into the SpaceCoast Winnies Chapter shall not be denied because of sex, race, religion, marital status, color or nationality.

## **ARTICLE V – Officers**

### Section 1. Officers

- A. The officers shall consist of a President, Vice-President, Secretary, and Treasurer, all of whom shall perform the duties described in Article VI.
- B. Only members who are permanent residents of the State of Florida shall be eligible to hold office in the Space Coast Winnies.
- C. Officers shall be nominated at the November meeting and elected by the membership of the Chapter by a majority vote at the Annual Meeting in December. They shall be installed at the next regular Chapter meeting, in February, and shall hold office for one year or until their respective successors have been duly elected and installed. Terms of office shall be as stated in the WIT By-laws, Article VII, Section 2.D. The offices of secretary and treasurer may be exempted from the above requirements and may be combined.
- D. Dealer personnel may not hold office of President or Vice-President.

### Section 2. Vacant Office

If a vacancy occurs in the office of President, the Vice-President shall become the President for the remainder of the elected President's term. If a vacancy occurs in other offices, the President may appoint a temporary successor who shall perform the functions of the office until such time as the Chapter may, at its earliest opportunity, elect a successor who shall hold office for the unexpired term.

### Section 3. Others

Other officers may include Director, Chaplain, Youth Coordinator, and additional VPs.

## **ARTICLE VI – Duties of Officers**

### DUTIES OF THE PRESIDENT

- A. To lead the membership and coordinate affairs and events
- B. Preside over meetings. Offer recommendations and suggestions for consideration. In case of a tie, casts a vote.
- C. Appoint committees as needed and serve as chairman of all except the nominating committee. Committee members serve at the pleasure of the President and may be excused without cause.
- D. Insure all provisions of the WIT and Chapter By-laws are followed.
- E. Notify WIT immediately of any accident or injury that occurs during any outing, meeting, or campout.
- F. Recruit new members for the Chapter.
- G. Talk to dealers and coordinate Show & Tell Programs.

- H. Work with the Area Representative in his/her area.
- I. Request certificates of insurance from the WIT office, if required by campgrounds.
- J. Follow up with each officer to be sure all duties are being performed.
- K. Act as custodian of the Chapter Charter and By-laws.
- L. Encourages members to participate in Chapter functions.

#### DUTIES OF THE VICE-PRESIDENT

- A. Assume duties of the President in his/her absence and perform all functions required of the President in his/her absence.
- B. Assist the President in providing an agenda for all business meetings.
- C. Identify campout hosts for each Chapter campout.
- D. Coordinate with campout hosts, dates and locations for all Chapter campouts.
- E. Make campground reservations for all Chapter campouts.
- F. Ensure that campground deposits are paid.
- G. Provide additional assistance to campout hosts as requested.
- H. Ensure that "chuckwagon" items are maintained per direction of President.
- I. Be in charge of parking at all Chapter functions. If he is absent, he must find a substitute to assume the duties.
- J. Other duties as assigned by the President.

#### DUTIES OF THE SECRETARY

- A. Maintain file of minutes of Chapter meetings and render a report of the previous minutes at each business meeting.
- B. Maintain a roster of membership attendance at Chapter meetings.
- C. Maintain current roster of the membership to include name, address, telephone number, and WIT membership number. At the beginning of the fiscal year, the Secretary shall furnish copies of the list of officers and the roster as set forth in Article IX, Section 3 of these By-laws.
- D. Notify WIT of changes of Chapter officers as occurring.
- E. Provide a notification of proposed meetings and By-laws changes to the membership.
- F. Submit information on Chapter activities and "Who's Inviting Travelers" to the WIT Club News editor. Deadline is always the first of the month preceding the issue month (i.e., by February 1 for the March issue).
- G. Other duties as assigned by the President.

#### DUTIES OF THE TREASURER

- A. Keep accurate and up-to-date Chapter financial records showing income and expenditures.
- B. Maintain Chapter bank account, accept membership dues and all other monies. Pay all bills in accordance with Chapter directives. Render a financial report at each business meeting.
- C. Distribute patches, logos, and other related materials.
- D. Verify that all members and applicants for membership are members of WIT.
- E. Maintain the working capital account as defined under By-law Article IX, Fiscal Information.
- F. Other duties as assigned by the President.

## **ARTICLE VII – Committees**

- Section 1. The Executive Board shall be composed of the current officers and the immediate past President.
- Section 2. The Nominating Committee, consisting of three Chapter members in good standing, shall be appointed by the President to serve for the following year and shall be dismissed upon election of new officers. The Chairperson shall be elected by committee members. The committee shall place in nomination, at the November meeting, candidates for all offices. At the meeting when this report is made, other nominations may be made from the floor. Election of officers shall take place at the Annual Meeting.
- Section 3. The President shall appoint a committee to audit the Chapter financial records prior to the election of new officers.
- Section 4. The President shall appoint a committee to inventory the Chapter-owned equipment prior to the election of new officers.
- Section 5. Committees may be appointed by the President when deemed necessary, and such committees shall act for the duration of their assigned task or until the end of the Chapter year.
- Section 6. Standing committees, which shall be appointed by the President, shall include but not be limited to: Sunshine and Parliamentarian.

## **ARTICLE VIII – Meetings**

- Section 1. Regular meetings of Space Coast Winnies shall, as far as practical, be held on the second full weekend of February, April, September, November and December. January, March, May and October meetings shall be held at the Florida State Club campouts. The day and hour to be fixed by the Chapter. Additional meetings may be held if so decided by the Chapter.
- Section 2. The Annual Meeting shall be the December meeting at which officers shall be elected, such officers to be installed at the February meeting.
- Section 3. Special meetings of the membership may be called by the President, or by three members of the Chapter, upon notification to all members of the Chapter.
- Section 4. A quorum of the Chapter, needed to conduct business at any duly called meeting, shall consist of 25% of paid members.
- Section 5. The Chapter has a responsibility to support the state club in all its activities.

## **ARTICLE IX – Fiscal Information**

- Section 1. The fiscal year of the Chapter shall begin with February 1 of each year and end the following January 31.
- Section 2. Prior to accepting the fiscal year report, the out-going President shall appoint two (2) audit committees consisting of no more than three members each to audit (1) the financial records and (2) the equipment inventory for the previous year. The audit committees are expected to have completed their work by the meeting or campout when the new officers are installed. The audit committees' reports shall be made part of the records of the Chapter.
- Section 3. At the beginning of the fiscal year, a list of new officers and roster of membership will be furnished to Winnebago-Itasca Travelers headquarters, Florida Winnie-Gators, and a courtesy copy to the Eastern Area Representatives.
- Section 4. The President and/or Treasurer are authorized to approve legitimate expenditures between campouts up to \$100.
- Section 5. An account balance of \$800 will be maintained as working capital.

## **ARTICLE X – By-laws**

- Section 1. By-laws may be adopted or amended by a majority vote of members present at any regular meeting, provided a quorum is present, and providing that the proposed amendment(s) shall have been communicated in writing to all members prior to the meeting.
- Section 2. All amendments and changes in Chapter By-laws must be submitted by the Chapter President to the WIT General Manager for approval.
- Section 3. In case of disagreements, Roberts' Rules of Order shall govern on any item not specifically covered by these By-laws.
- Section 4. Order of Business  
The order of business at all regularly meetings shall be:
- A. Call to order
  - B. Invocation
  - C. Pledge of allegiance to the flag
  - D. Reading of the minutes of the previous meeting by the Secretary
  - E. Reading of the Treasurer's report
  - F. Introduction of new members and guests
  - G. Reading of correspondence
  - H. Old business
  - I. Committee reports
  - J. Election of officers (annual meeting)
  - K. Installation of officers (February meeting)
  - L. New business
  - M. Program
  - N. Adjournment

## **ARTICLE XI – Memorials**

- Section 1. Upon notification to the Chapter of the death of a Chapter member, a memorial gift in the amount of \$25.00 will be sent by the Treasurer. If the memorial gift is made to a charity, notification of the donation will also be made to the next of kin.
- Section 2. Upon notification to the Chapter of the illness of a Chapter member, a get well card will be sent.
- Section 3. Upon notification to the Chapter of the illness or death of a Chapter member's immediate family member, an appropriate card will be sent.

## **ARTICLE XII – Enforcement of By-laws**

Discipline, suspension, or revocation of any membership shall be handled as outlined in the WIT By-laws.

## **ARTICLE XIII – Powers**

This Chapter and these by-laws exist and draw their authority from the by-laws of Winnebago-Itasca Travelers dated **10/01/01**. These Chapter By-laws may not conflict with the WIT By-laws. If there is a conflict, the WIT By-laws rule.

Maintenance of this document:

Section 1. This document was last reviewed in it's entirety on 09/08/01.

Section 2. The changes to Articles or Sections were made to this document as identified below:

Date 12/10/88

Date 02/01/91

Date 09/25/92

Date 09/10/94

Article IV, Section 5; Date 11/15/02

Article IV, Section 6; Date 11/15/02

Article V, Section D new; Date 11/15/02

Article VI, Duties of President D. Date 11/15/02

Article VI, Duties of President L new Date 11/15/02

Article VI, Duties of Treasurer A Date 11/15/02

Article VII, Section 3; Date 11/15/02

Article VII, Section 4; Date 11/15/02

Article VIII, Section 2; Date 11/15/02

Article XIII, Date 11/15/02

Article VI, Duties of V.P. E Date 02/14/04