

Texas Airstream Harbor Bylaws & Ground Rules



The Yellow Book

Revised December, 2000
Revised December, 2004
Revised December, 2011
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**Texas Airstream Harbor, Inc.
Bylaws and Ground Rules
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TEXAS AIRSTREAM HARBOR, INC.

Bylaws

Article I Purpose

It is the purpose in accordance with articles of incorporation and the laws of the state of Texas to provide the best park and most complete social, fraternal, and educational opportunities that can be afforded at the Texas Airstream Harbor Incorporated. Said park is a volunteer organization and shall be operated without profit for the sole benefit of its members.

In accomplishing the above stated purposes, it shall be the undeviating policy of this corporation to dispense its services to persons who have bought a membership and all property and assets of the corporations both real and personal shall be held in perpetuity for the benefit of persons who hold membership in the corporation.

Article II Liability

Neither the corporation nor its officers shall be responsible for the loss or damage to property, or for the injury or death of a person on the premises of the park or any other facility operated by the corporation. This freedom from responsibility shall apply regardless of whether such property shall be received by any member or officer or left on the premises of said park or facility.

Article III Membership

Section 1

Membership of this corporation shall be a person(s) who are adult members of TEXAS GULF COAST UNIT, WBCCI, own a road worthy Airstream and tow vehicle, and who have bought a membership in the TEXAS AIRSTREAM HARBOR, INC. Every membership purchase entitles two votes at all membership meetings whether the membership is bought in the name of two individuals or one. In no event shall there be more than two votes per membership. Prospective members must be interviewed and approved through a vetting process conducted by a minimum of three Board members.

Section 2

A member who fails or refuses to comply with the Ground Rules and/or regulations of this corporation and deemed undesirable, may be expelled by two-thirds vote of the entire BOARD OF DIRECTORS. Such member shall have the right to appeal before the membership within sixty (60) days and answer charges.

Section 3

A. Among other valuable and desirable considerations, each membership entitles the holder thereof to the exclusive use of an RV site of not less than thirty-two hundred (3200) square feet to be selected by the member from such sites as may be available at the time membership is purchased.

B. Each of the exclusive users of RV lots will pay all the electricity used by that member.

C. Each member owning additional RV sites will be assessed the equivalent assessment for all other RV sites owned by that member.

Section 4

A. Membership in the corporation may be purchased at a price to be determined by the BOARD OF DIRECTORS not lower than the most recent price established by the BOARD, and by ownership of an Airstream Product as described in WBCCI Constitution, and such members must become a member of the Texas Gulf Coast Unit, WBCCI within sixty (60) days. Such time may be extended to a total of ninety (90) days by the BOARD OF DIRECTORS. If such member fails to become a member of the TEXAS GULF COAST UNIT and WBCCI within such a period of time as outlined above, such member shall forfeit membership and exclusive RV site in the TEXAS AIRSTREAM HARBOR, INC.

B. Membership in TEXAS AIRSTREAM HARBOR, INC. may be initiated or continued by paying such monthly or annual fees as may be assessed by vote of the corporation members.

C. If a member either disposes of his or her Airstream Product or allows membership in the TEXAS GULF COAST UNIT, WBCCI to become inactive, he/she shall have one year in which to dispose of membership in TEXAS AIRSTREAM HARBOR, INC.

Section 5

Associate Membership includes a member who is the surviving spouse of a deceased member who is unable to travel with his/her Airstream, and/or members who become incapacitated to the extent that they no longer are able to travel, and as a result thereof have disposed of same, and they do not own another brand of recreational vehicle, may upon written request to the BOARD OF DIRECTORS, be granted an Associate Membership in TEXAS AIRSTREAM HARBOR, INC. in good standing. Associate members shall pay their yearly assessments, shall possess all the rights and privileges of the club, and shall abide by the Bylaws, Ground Rules, and Policies of TEXAS AIRSTREAM HARBOR, INC.

Section 6

TEXAS AIRSTREAM HARBOR, INC. is an adult community. Membership shall consist of adults only. Members or associate members shall not be granted permanent residence to live in the park on a full time or an intermittent basis with children under the age of 21.

Article IV
BOARD OF DIRECTORS

Section 1

The government and administration of this corporation shall be vested in a BOARD OF DIRECTORS consisting of nine (9) elected members to be chosen from the membership of this corporation, and two (2) ex-officio members.

Section 2

The ex-officio members of the BOARD OF DIRECTORS shall be the President of the Texas Gulf Coast Unit, WBCCI and the immediate past President of this corporation. Ex-officio members shall not vote unless serving as elected members of the BOARD OF DIRECTORS.

Section 3

The BOARD OF DIRECTORS shall have authority to fill vacancies for any unexpired term of a Director or officer of the Board. The person chosen to fill the vacancy shall hold office for the remainder of the term for which his/her predecessor was elected, subject to ratification by the membership at the next annual meeting of the corporation. Any Director's office may be declared vacant by a two-thirds (2/3) vote of the full BOARD OF DIRECTORS.

Section 4

The BOARD OF DIRECTORS shall meet within ten (10) days after the annual meeting for the election of officers and shall meet thereafter at least once a month except July and August. Five (5) members of the BOARD OF DIRECTORS shall constitute a quorum for all meetings of the BOARD.

Section 5

In case of absence of the President, the Vice President shall preside over the BOARD OF DIRECTORS or any general membership meeting. If both officers are absent the BOARD OF DIRECTORS may select a presiding officer who shall preside as President pro-tem with all the powers of the President.

Section 6

The BOARD OF DIRECTORS shall have additional powers and duties as follows:

1. To recommend to the membership such rules and regulations as may be deemed necessary for the orderly operation, use, and occupancy of the park.
2. To administer and enforce the conditions, restrictions, user, limitations, obligation, and other provisions as may be set forth in the "Ground Rules".
3. To keep in good order, condition, and repair all of the general and limited common elements and property used in the enjoyment of the entire park.

4. To insure all property for an amount determined by the BOARD OF DIRECTORS to obtain and maintain comprehensive liability insurance covering the entire park in sufficient amount to protect the corporation, its officers, and members.
5. To determine and designate the personnel necessary for the maintenance and operation of the park.
6. To prepare an annual financial statement showing all receipts, expenses, and disbursements for the past year, and indicating the current financial status of the corporation. This statement will be made available to the membership.
7. No item of business of the corporation requiring membership approval shall be referred by the BOARD OF DIRECTORS to the membership for decision until the BOARD has made a complete study of the proposal and submits its recommendation therewith. If a proposal requiring membership approval is submitted to the membership before it has been acted on by the BOARD OF DIRECTORS, the action of the membership in approving that proposal will not be effective until it is also approved by the BOARD OF DIRECTORS; however, if the BOARD does not approve the action of the membership, the BOARD must then make its recommendation to the membership at the next meeting and the action of the membership on that issue is final.
8. Limits of authority of the BOARD OF DIRECTORS shall be as follows:
 - A. All contracts authorizing expenditures of one thousand five hundred (\$1500) dollars or over shall be authorized by the BOARD OF DIRECTORS before being entered into.
 - B. No mortgage of the corporation's property or assignments of the members resulting from a loan shall be made unless approved by a majority of the BOARD OF DIRECTORS and a vote of the majority of all members attending a meeting of the membership to be held at least thirty (30) days after a written notice to all members qualified to vote at the time the notice was given.

Article V Officers

Section 1

The officers of this corporation shall be elected from the BOARD OF DIRECTORS. They shall consist of a President, Vice President, Secretary, and Treasurer, who shall have been elected directors; however, the BOARD may, if it chooses to do so, elect an assistant Secretary to take minutes who is not a member of the BOARD, and the BOARD may, if it so chooses, elect a Treasurer who is not a member of the BOARD provided the Treasurer is adequately bonded before assuming the position. All officers shall be elected for a term of one (1) year. The offices of Secretary and Treasurer may be combined.

Section 2

The officers shall perform the usual duties of their respective offices and also other duties as are here prescribed or that are delegated by the BOARD OF DIRECTORS.

Section 3

The Treasurer shall keep financial accounts of the corporation. He/she shall render a statement in writing at each monthly meeting of the BOARD OF DIRECTORS showing the receipts, disbursements, and other information pertaining to his/her office that the BOARD OF DIRECTORS may require. Checks shall be signed by such persons as are authorized by the action of the BOARD OF DIRECTORS.

Section 4

The Secretary shall keep the records of the corporation, shall issue all required notices of meetings, shall note all proceedings of same, enter them upon the minute books, and publish all notices required to be published. He/she shall have custody of the corporation seal, charter, Bylaws, membership certificates book, and other records of the corporation. All of which shall be open at reasonable times to the inspection of any member. The Secretary shall sign or attest to all contracts, deeds, and other instruments required to be executed by the corporation.

Article VI Committees

The BOARD OF DIRECTORS may appoint committees from time to time with such powers and duties as may be delegated by the BOARD OF DIRECTORS and constituting either permanent or temporary committees as the case may require. The President may delegate a Director to be the chairperson of each permanent committee, and the committee of which he or she is chairperson shall have duties and power as are specified by the BOARD OF DIRECTORS. The chairperson shall make reports to the BOARD OF DIRECTORS on progress of his/her works as from the membership and need not be a member of the BOARD OF DIRECTORS.

Article VII Meetings and Elections

Section 1 Annual Meetings

The annual meeting of the corporation shall be held at the clubhouse during the month of December. The meeting will include a report on the affairs of the corporation by the President, financial report by the Treasurer, reports by the other officers and committees, required membership action on general business matters, and any other matters as may properly be brought up.

Section 2 Membership Meetings

Membership meetings shall be held at the TEXAS AIRSTREAM HARBOR, INC. clubhouse at 11:00 A.M. following the TEXAS GULF COAST UNIT business meeting during the following months: March, May, October, and the annual meeting in December.

Section 3 Special Membership Meetings

Special meeting of the membership may be called by the BOARD OF DIRECTORS or on the written request of not less than thirty-five (35), the President must call such Special Meetings. The Secretary shall give written notice to all qualified to vote members at least thirty (30) days before such meeting is to be held.

Section 4 Quorum

A quorum of the general or special meeting of the membership shall be thirty-five (35) members qualified to vote. No member shall be represented by proxy.

Section 5
Elections

The procedure for election of Director shall be as follows: at the March membership meeting, a nominating committee consisting of three (3) members will be elected to nominate three (3) candidates to fill three (3) vacancies on the BOARD OF DIRECTORS. Candidates may also be nominated from the floor prior to the election. At the December membership meeting, the candidates receiving the highest number of votes will be elected to the BOARD OF DIRECTORS. In the event of a nomination from the floor voting will be by secret ballot. The newly elected Directors will take office after the annual membership meeting of the corporation in December to serve for three (3) years. No Director may succeed himself by more than one term of office. The BOARD OF DIRECTORS shall meet within ten (10) days after the annual meeting for the election of officers. The President shall appoint from the membership, excluding the Directors, three (3) tellers to preside over the election whose duty it shall be to see that none but qualified members are entitled to vote under these Bylaws. They shall count the ballots and certify to the Secretary the results of the elections giving the names of the duly elected Directors, and also delivering to the Secretary the original ballots cast. The Secretary shall keep the cast ballots for ninety (90) days and then destroy them.

**Article VIII
Amendments**

These Bylaws, or any part thereof, may be amended by affirmative vote of the majority of those members present and voting at any meeting of the membership of the corporation provided that the proposed amendment(s) shall be made available to members submitted by electronic media, in writing, and mailed or delivered to the members with the notice of the meeting at least thirty (30) days before the meeting.

**Article IX
Fiscal Year**

The fiscal year of the corporation shall begin on the first of December.

**Article X
Compensation**

No officer, Director of a committee, member elected, appointed or serving pursuant to the provisions of these Bylaws shall ever be paid or receive any compensation for his/her services as such, but may be reimbursed for actual, necessary, reasonable, and direct expense in performing necessary services in such capacity.

Article XI
Effective Dates of Bylaws

The Bylaws shall take effect when adopted by an affirmative vote of the membership present and voting at any meeting of the membership. Bylaws are effective November 1974, revised December 2000, December 2004, December 2011, December 2015 December 2016, December 2017 and May 2019.

Article XII
Computation of Time Requirement

In computing the time required for advanced notices to the membership of any proposed meeting of the membership, the day on which the notice is mailed shall be the first day of the period. If the notice is delivered in person, the day of delivery shall be the first day of the period.

Article XIII
Robert's Rules of Order

All meetings of the BOARD OF DIRECTORS and all meetings of the membership shall be conducted according to the Robert's Rules of Order, revised.

**Texas Airstream Harbor, Inc.
Ground Rules**

**Article I
General Considerations**

TEXAS AIRSTREAM HARBOR, INC., is a non-profit corporation and operating under and by virtue of the non-profit corporation Laws of the State of Texas for exclusive benefit and use of the lawful members of the corporation.

Policies are a definite course of action that have been established by the BOARD OF DIRECTORS and/or the Membership following the guidelines set up in the Bylaws. The GROUND RULES are special policies that aid in the day-to-day operation of the Airstream Park. This operation requires special regulations that give more details than would be found in the Bylaws.

These regulations are collectively called GROUND RULES and are printed here so that the Membership and Visitors to TEXAS AIRSTREAM HARBOR, INC. (TAHI) will be aware of what is expected of them and what to expect from TAHI.

These GROUND RULES will be reviewed by the BOARD OF DIRECTORS annually to ensure that they are current and reflect the true needs of the Park. After approval by the membership, a copy of such GROUND RULES shall be provided to each member promptly.

Policies can be changed by a majority vote of the BOARD OF DIRECTORS and/or Membership.

The following members of TEXAS AIRSTREAM HARBOR, INC. were voted as permanent Honorary Directors in memory of their services to TAHI. Paul Davis, Dr. Maxwell Miller, Mack Holland, Robert Huton, Pitser Garrison, Marshall Traylor, Joe Ehrhart, John Slaughter. (all deceased) Honorary Directors, if elected in the future, shall not vote unless they are elected Board Members.

Section 1

Fifty (50) cents per mile shall be allowed for use of private automobiles used in the performance of club duties.

Section 2

The Treasurer is the only officer required to be bonded.

Section 3

The BOARD OF DIRECTORS shall designate members authorized to sign checks. The corporation's Bookkeeper may be one of these signers. Two signatures are required on checks over seven hundred fifty dollars (\$750).

Section 4

The regular monthly meeting of the BOARD OF DIRECTORS will be held on Friday at 10:00 am during the regular TEXAS GULF COAST UNIT rally weekend meetings.

Article II Memberships

Section 1

Annual assessments for new members will be pro-rated on the remaining months of the current fiscal year.

Section 2

Assessments are due December 1 each year. Any member who has not paid the yearly assessment fees by January 31 is to be charged a late fee of \$10 dollars penalty the first month, \$20 the second month, and \$40 every month thereafter that the payments are not made. These penalty payments are in addition to the annual assessment.

Section 3

Members who desire to relinquish their memberships in TEXAS AIRSTREAM HARBOR, INC. must pay their yearly lot assessment(s) until such time as they sell or transfer their RV site. If assessment fees are not paid within a period of twelve (12) months after they become due, the membership and RV site(s) shall be considered null and void. If after notification by the BOARD OF DIRECTORS, the payments of all assessment fees and penalties are not made to the Treasurer, the membership, RV site(s), and improvements shall become the properties of the corporation. When an RV site(s) is relinquished and/or sold, the TAHI President will assign a person to inspect the property for compliance of ground rules. When an RV site(s) is sold and/or transferred, a new membership certificate(s) shall not be transferred until all debts and fees are paid in full.

Section 4

Individual members are free to set the selling price of their RV site(s) and improvements.

Section 5

Membership may be inherited with no membership fee incurred. Only one legal heir with proper documentation may be recognized. The heir must meet all bylaw requirements for membership.

**Article III
Use of the Park**

**Improvements and Facilities of
TEXAS AIRSTREAM HARBOR, INC.**

All the land, improvements, and facilities of TEXAS AIRSTREAM HARBOR, INC. shall be under the direction and subject to the authority of management, as such management may be designated by the BOARD OF DIRECTORS of the corporation.

The primary purpose of both these rules and the designated management shall be the protection and preservation of the corporate property; the developments, maintenance, and the operation of a uniform, clean, neat, and desirable park; the enforcement of the rules of conduct designated to produce a pattern of social behavior that will be offensive to none and fair to all; to maintain the park and screen the activities programmed on a level and in a manner designated to protect and enhance the investment of each member.

Section 1

The posting of **For Sale** signs on RV sites is prohibited and allowed only on the clubhouse bulletin board or newsletter.

Section 2

RV cover specifications as approved by the BOARD OF DIRECTORS.

A. All improvements and new structures must comply with the latest approved Construction Standards.

B. The BOARD OF DIRECTORS may grant variances to these construction standards.

C. The owner must bear all liabilities if damage occurs to other property.

D. If taxes increase due to construction of improvements, such increases will be paid by the individual.

E. The proposed plans must be presented to the BOARD OF DIRECTORS and approved prior to construction being initiated. All structures must be white.

Section 3

The streets of TEXAS AIRSTREAM HARBOR, INC. shall not be used for parking. Autos, trailers, campers, boats, boat trailers, commercial vehicles, motorbikes, etc. may be parked only in areas designated by management for the particular vehicle involved. The BOARD OF DIRECTORS may request the removal of unsightly vehicles from lots.

Section 4

The facilities of TEXAS AIRSTREAM HARBOR, INC., clubhouse, picnic areas, boat landing, and storage barn, together with playgrounds and other future improvements, shall be available to individual members at all times, except when scheduled by management for the use of groups and clubs.

Section 5

The regular monthly rallies of TEXAS GULF COAST UNIT shall have priority in use of the Texas Airstream Harbor, Inc. facilities at costs to be mutually agreed on by officers of the TEXAS GULF COAST UNIT and the BOARD OF DIRECTORS of TEXAS AIRSTREAM HARBOR, INC as defined in Section 10 of these Ground Rules. It shall be incumbent upon management to schedule such rallies and meetings as the officers of TEXAS GULF COAST UNIT may officially request and no other group meeting shall be scheduled in conflict with such dates except upon written approval of the officers of TEXAS GULF COAST UNIT.

Section 6

A charge of one hundred dollars (\$100) per day shall be charged for the use of the clubhouse.

Section 7

The V.P. section (next to the clubhouse) may be reserved for parking special guests.

Section 8

As space is available, management may accept Airstream products as defined in the WBCCI constitution for overnight parking at a fee to be set by management.

Section 9

Parking fees will be as follows:

\$15 per day \$90 per week \$300 per month

\$2.00 per day or \$50 per month for dead storage – no hookups

The sole exception to this is the \$10 dollar per night charge for TGPU members on rally weekend. This will remain the same.

Section 10

The TEXAS GULF COAST UNIT is to be charged two hundred fifty dollars (\$250) per rally for the use of the clubhouse.

Section 11

The yearly assessment is six hundred dollars (\$600) for each lot.

Section 12

A member may invite a guest(s) to stay on his/her site at no charge provided the host member is present within 24 hours.

Article IV Rules of Conduct

Section 1

Appropriate and inoffensive attire shall be worn by all members, visitors, and guests of members in all public areas of TEXAS AIRSTREAM HARBOR, INC. including the clubhouse.

Section 2

Unseemly conduct, disturbances of the peace and quiet, and interference with other members will not be tolerated.

Section 3

The right to evict without notice any objectionable person or persons who may cause a disturbance or become a nuisance is expressly reserved by management and management is the sole judge of whether behavior warrants eviction.

Section 4

No pets will be permitted in the clubhouse or other TEXAS AIRSTREAM HARBOR, INC. buildings. Nor will pets be permitted off their owner's trailer site except on a leash with the exception of service animals.

Section 5

Noisy or unruly pets will not be allowed to remain in the park.

Section 6

Smoking will not be permitted in the clubhouse.

Section 7

Alcoholic beverages may not be sold anywhere on the property of TEXAS AIRSTREAM HARBOR, INC. by any group or person.

Section 8

Motorized vehicles shall not be driven in excess of fifteen (15) miles per hour anywhere on TEXAS AIRSTREAM HARBOR, INC. property.

Section 9

Excessive use of gasoline-powered motorbikes, motorcycles, or other recreational vehicles, other than coming to or going from RV sites, will not be permitted in the park. The recreational use of such vehicles must be reserved for use between the hours of 10:00 A.M. and 4:30 P.M. All such vehicles must conform to all muffler standards.

Article V Airstream RV Section

Section 1

Legal title to all land is vested in TEXAS AIRSTREAM HARBOR, INC. Article V (5) of these rules is designed to regulate the RVs in that section which is reserved exclusively for parking road worthy Airstream Products and road worthy tow vehicles. For the purpose of these rules, this section of the park shall be called the Airstream Section.

Section 2

Members of TEXAS AIRSTREAM HARBOR, INC. who select sites in the Airstream Section may use the site selected for the parking of one (1) qualified Airstream Product for as long as the fees are paid. No other recreational vehicle, excluding members' tow vehicles, may occupy a site in the Airstream Section.

Section 3

Members may invite guest RVs of any make or brand for not more than fourteen (14) consecutive days and not more than four (4) times per year.

Section 4

The rule of one (1) site for one (1) member shall prevail. Two (2) or more otherwise qualified owners of qualified Airstream Products may not share a membership or site in any manner.

Section 5

Improvements on RV sites, including digging of ditches, leveling and filling, the pouring of concrete, and the erection of buildings, sheds, etc. may be made only as permits are issued by management.

Section 6

No commercial business or advertising will be permitted on either RV sites or elsewhere on TEXAS AIRSTREAM HARBOR, INC. property.

Section 7

Garbage receptacles shall not be visible on the streets or RV sites.

Section 8

All sites shall be maintained in a neat and clean condition. Lawns must be mowed. TAHI does not provide lawn service or equipment for individual properties. Members are responsible for providing their own lawn maintenance, or TAHI will provide it at the going rate(s). Rubbish, unused lumber or building supplies, tools, implements, etc. must be stored out of sight. Fences may not be built around sites.

Section 9

No more than two (2) cars may be parked on sites, except for cars driven by visitors.

Section 10

Except for limited visitation (14 days or less), there shall be no resident minors within the park. The BOARD OF DIRECTORS may grant exceptions for family crisis, primary care giver, or an emergency.

Section 11

Any change in the yearly assessment shall be voted on at the December membership meeting.

Article VI
Mobile Home Section

Section 1

The same rules of construction standards, conduct, cleanliness, parking, and pets cited above apply to the section where existing mobile homes are permitted.

Section 2

Size, type, and appearance of mobile homes must be approved by management before being parked on site.

Section 3

Within six (6) months after moving on site, skirting must be installed which extends all the way to the ground and completely encircles the mobile home.

Section 4

Any additions to mobile homes or free standing structures to be placed on site such as awnings, patios, car sheds, storage buildings, etc. must have a permit with prior approval of management.

Section 5

Management shall be consulted before either mobile homes or approved additions are removed from the site.

Section 6

There shall be no sub-letting of mobile homes or sites.

Section 7

Maintenance and repair of the mobile home and other buildings on the member's lot will be performed in a timely manner to be determined by management.

Article VII Amendments

The Ground Rules or any part thereof may be amended by affirmative vote of the majority of those members present and voting at any meeting of the membership of the corporation provided that the proposed amendment(s) shall be made available to members submitted by electronic media, in writing, and mailed or delivered to the members with the notice of the meeting at least thirty (30) days before the meeting.

Notes

Texas Airstream Harbor



Relax in the Piney Woods!

