

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 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 member recreational vehicles hereinafter referred to as RV or RV's.
2. **AREA/SCOPE:** This Chapter shall be authorized to function in the INTERNATIONAL area of FMCA and with a mutual interest in and ownership of all RV's as defined by FMCA in ARTICLE III, paragraph number 6 below.

ARTICLE III – MEMBERS

1. **Eligibility:** To be eligible for and to maintain membership in the Chapter, a person must be 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 be open to any family unit or individual regardless of race, age, gender, national origin, religion, marital status, or disability.

2. The term “family unit” is defined as a person; his or her spouse, or partner, dependents of each, regardless of age; non-dependent grandchildren and great grandchildren aged 18 and under.
3. The term “membership” is defined as either a family unit or an individual or individuals owning a Qualifying RV who share a membership number.
4. The term “member” is defined as each adult who, jointly or individually, constitutes a membership. The rights of each member are defined in the description of each category contained in Article III (3) of the FMCA Bylaws.
5. A member must own a qualifying RV or at least 1/3 interest in a qualifying RV in order to vote and hold office in this Chapter.
6. The term “qualifying RV” is defined as a completely self-contained wheeled vehicle that contains all the conveniences of a home, including, cooking, sleeping, and permanent sanitary facilities.

**ARTICLE III – MEMBERS
(CONTINUED)**

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 shall establish in the Chapter's Standing Rules.
- B. RENEWAL: Renewal dues from Chapter members become due and payable on or before January 1st each year.
- C. INITIAL APPLICATION: Applications for new membership shall be accompanied by payment of annual Chapter dues (new members must also be members of FMCA). The chapter dues or non-member rally fee paid, will apply to the next calendar 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. AREARS: 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 – OFFICERS

- 1. DUTIES OF OFFICERS: The duties of elected officers shall be as defined in the *Member and Volunteer Handbook*.
- 2. TERMS OF OFFICE: The elected officers of this Chapter shall serve a two-year term of office, or until their successors are elected.
- 3. RIGHTS AND LIMITATIONS:
 - A. An individual FMCA member may hold either a single office in each of two chapters or two offices in one chapter. A member may hold the office of National director or alternate national director in only one chapter.
 - B. Any member in good standing and eligible to hold office may be nominated from the floor for any elective office.
 - C. 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. In the case of this chapter the executive board also includes the newsletter editor and its WEB master.

**ARTICLE VI – CHAPTER ADMINISTRATION
(CONTINUED)**

- 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 chairpersons (except Nominating Committee) shall be appointed by the president.
2. **DUTIES:** 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.
3. **QUORUM:** A committee quorum shall be a majority of assigned members.

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 meetings 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 31.
3. **CHAPTER MEETINGS:**
 - A. **TYPES:** The term “meeting” shall include RV rallies, campouts, dinner meetings and any other gatherings suitable to the function of the Chapter.
 - B. **BUSINESS MEETINGS:** The Chapter must hold at least one (1) business meeting each membership year at which a quorum is present. The meeting can be a gathering in one area or where some or all of the members communicate with other members through electronic means such as the internet or by telephone that allows all members the opportunity for simultaneous communication. Said meeting must be duly announced in advance to the membership.
 - C. **OFFICER ELECTION:** The voting general membership is to elect Chapter officers, including a president, two (2) vice presidents, a secretary, a treasurer, a national director and an alternate national director.
 - D. **QUORUM:** A quorum for the transaction of business at any duly called chapter meeting is twenty-five percent of the family unit membership or 15 family unit memberships whichever is less.
 - 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.

The Chapter has established that voting will be one vote per family unit.

Balloting by mail may be undertaken when a proposed matter is voted to be of such importance or urgency that a total membership vote is advisable.

NOTE: No voting on a proposed matter will be taken at a regular meeting if

**ARTICLE VI – CHAPTER ADMINISTRATION
(CONTINUED)**

the proposed matter was or has been voted on by either mail, e-mail or other electronic means.

- F. **PARLIAMENTARY PROCESS:** The rules contained in the current edition of *Roberts Rules of Order Newly Revised* shall govern this chapter's proceedings 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. **MAINTAINING AFFILIATION:**
- A. This Chapter must maintain a minimum of 15 family units.
 - B. The Chapter secretary shall furnish the national office of FMCA, no later than December 31st each year, a membership list, a list of the Chapter officers and assurance that a business meeting was 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 THE NATIONAL CONSTITUTION AND BYLAWS:** This Chapter accepts and agrees that the Chapter Bylaws shall conform to any mandatory requirements stipulated in the FMCA Constitution, Bylaws and Member and Volunteer Handbook.

ARTICLE VII – ELECTIONS

1. **NOMINATING COMMITTEE COMPOSITION:**
- A. The Nominating Committee shall consist of three Chapter members in good standing, nominated and elected biennially 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 COMMITTEES DUTIES:**
- A. To select one of its members as Nominating Committee Chairperson.
 - B. To nominate candidates for the Chapter offices of President, First Vice President, Second Vice President, Secretary, Treasurer, National Director and Alternate National Director for the new term to be presented for voting by the 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 national and Chapter bylaws.
 - E. To nominate candidates to fill vacancies that may occur in elected Chapter offices.

ARTICLE VIII – AMENDMENT OF BYLAWS

1. FMCA National Bylaw and Member and Volunteer Handbook -Policy and Procedures amendments applicable to chapter operations 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 members present and voting at a duly called meeting providing that prior notice of least 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 International Area Vice President.

ARTICLE IX – STANDING RULES

This chapter may adopt Standing Rules to provide guidelines and procedures by which the chapter may function and operate.

ARTICLE X – LIQUIDATION AND DISSOLUTIONS

This Chapter of FMCA may be dissolved by a majority vote of Chapter members. All of the remaining assets of the Chapter shall be contributed to a qualified non-profit charity or charities.

Revised January 2019