

Monaco Northeast Explorers

Bylaws

Original Bylaws effective: August 11, 1996; Revised and accepted by the Chapter membership on: June 7, 1997 and August 16, 1997; Revised Sept. 13, 2003; Revised Sept. 16, 2006; Revised Sept. 8, 2007; Revised Jan. 16, 2008
Revised May 28, 2010

ARTICLE I - CHAPTER NAME

The name of this not-for-profit organization shall be the MONACO NORTHEAST EXPLORERS Chapter of 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 coaches.
2. **AREA:** This Chapter shall be authorized to function as a regional Chapter, covering the geographical area of the Northeastern United States, including, but not limited to, Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and the Provinces of Canada adjoining the border states.

ARTICLE III – MEMBERS

1. **ELIGIBILITY:** To be eligible for and to maintain membership in the Chapter, a person must own a motor coach which was manufactured by, or is a model acquired by, Monaco RV LLC, Monaco Coach Corporation, Royale Coach, and coaches manufactured by Executive Industries and all Monaco coaches manufactured prior to 1992 (each of these will be referred to herein as an "eligible coach"), be in good standing with FMCA, and meet the dues requirement and provisions set forth in the Bylaws of this Chapter. Sections E and F, under DEFINITION in this Article are exceptions.

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:**
 - A. 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.

- B. The term "Membership" is defined as either a family unit or an individual or individuals owning a Qualifying Motor Coach who share a membership number.
- C. The term "Member" is defined as each adult who, jointly or individually, constitutes a membership. The voting rights of each member are defined in the description of each category.
- D. The term "Qualifying Motor Coach," is defined, by FMCA, as a self-propelled, completely self-contained vehicle that contains all the conveniences of a home, including cooking, and in which the driver's area is directly accessible in a walking position from the living quarters. The terms motor coach and motorhome may be used interchangeably.
- E. A charter member of this Chapter who replaces their eligible coach with another brand may become a Charter Affiliate Member, paying the annual dues and having all the privileges of a regular member including voting on club issues, but cannot serve on the Executive Board.
- F. Effective 12/31/05, a non-charter member of Monaco Northeast Explorers who is an active member of FMCA but who owns a non-eligible brand qualifying motor coach may be extended membership as an Affiliated Member. Such a member will pay the same dues as a regular member, can vote on club issues, but cannot serve on the Executive Board. The number of Affiliated Members will be limited to no more than 10 percent of the voting member coaches.
- G. Any person who, in the opinion of this Chapter's Executive Board, has rendered a significant service to this Chapter may be extended an honorary membership. An "honorary member" shall not pay annual dues, nor have voting privileges nor hold office in this Chapter.

3. DUES AND FEES:

- A. **ANNUAL DUES:** Annual payment of Chapter and National dues enables persons to become active members and be entitled to all rights and privileges of the Chapter and FMCA. The amount of Annual dues for membership in the Chapter shall be established by the membership in the Standing Rules.
- B. **RENEWAL:** Renewal dues from Chapter members become due and payable January 1 of each year. After June 30 following the year of active membership, reinstatement of membership will require the payment of the Initiation Fee.
- C. **ARREARS:** Any member whose dues remain unpaid 2 months after said dues become due and payable and are so notified, shall not be deemed to be in good standing until said dues are paid. Any member who shall remain in arrears for a period of 6 months shall be deemed to have forfeited membership in this Chapter,

without act, and shall forthwith cease to have any right, title or interest in the affairs or conduct of this Chapter.

- D. INITIATION FEE: New members shall be required to pay an initiation fee in an amount to be established by the chapter membership. Reinstated members who reactivate their membership after June 30 following their year of active membership will be required to pay an initiation fee.
- E. INITIAL APPLICATION: Application for new membership shall be accompanied by payment of annual Chapter dues and the applicant's current FMCA membership number. If an initial application is accepted after October 1st, the dues shall be regarded as covering the next membership year.

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 2-year term of office. President and Vice President can serve a maximum of 2 consecutive terms in the same office. This 2-term limitation does not apply to the Secretary, Treasurer, Membership Chairperson, National Director, or the Alternate National Director.
- 3. OFFICER LIMITATIONS:
 - A. An individual FMCA member may hold chapter office(s) in only 1 FMCA chapter at any given time.
 - B. Individual FMCA members may hold no more than 2 offices in the same chapter.
 - C. Only adults of a family unit member of this Chapter may serve on the Executive Board. Charter Affiliated, Affiliated and Honorary Members of this Chapter may *not* serve on the Executive Board.
 - D. No official or member shall become vested of any right, title to, or interest in any Chapter property, except as required by law.

ARTICLE V – COMMITTEES

- 1. APPOINTMENT: The President shall appoint Committee members and Chairmen, excluding the Nominating Committee.
- 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 committee members.
4. **REIMBURSEMENT FOR EXPENSES:** Committees will be reimbursed only for reasonable expenses incurred for items in their approved budget. Additional specific items will need to be approved by the Committee Chairman, the Treasurer and the President of the Chapter.

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 meeting or, when deemed appropriate by the Chapter's Executive Board or by members assembled in a duly called meeting, or 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. **MEETING:** The term "meeting" shall include coach rallies, campouts, dinner meetings, and any other gatherings suitable to the function of the Chapter, and duly announced in advance to the Chapter membership. A member of this Chapter shall not be required to attend any particular number of meetings, nor any meeting at all.
 - B. **BUSINESS MEETINGS:** There shall be at least 1 chapter business meeting held each calendar year at which a quorum is present. Said meeting must be duly announced in the Chapter newsletter or via special mailing in advance to the membership.
 - C. **EXECUTIVE BOARD MEETINGS:** The President or 3 officers of the Chapter can call an Executive Board meeting. A quorum shall consist of 50% or more of the Executive Board present in person or participating by telephone conference. Alternatively either the President or any officer of the chapter may open a discussion of matters important to the chapter with the other members of the Executive Board via email and, after ensuring that all members have had the opportunity to comment and consider the comments of the others, the President may summarize and call for a vote on the matter via email. The Secretary will tally the email votes and report the outcome to the entire Executive Board.

- D. ANNUAL ELECTION: There shall be an Annual Meeting at which an election is held if required by a 1-year term option. The voting general membership is to elect Chapter officers, including President, Vice President, Secretary, Treasurer, Membership Chairperson, National Director, and Alternate National Director. In addition to the election of chapter officers, a Newsletter Editor and a Rally Coordinator may also be elected.
- E. QUORUM: A quorum for the transaction of business at any duly-called Chapter meeting is 25% of the Chapter family unit membership or 15 family unit members, whichever is less.
- F. VOTING: Except as specified elsewhere in these Bylaws, a simple majority vote of voting members in good standing, shall be required to approve or disapprove any matter.

The Chapter has established that voting will be 1 vote for each adult member within a family unit.

Balloting by mail may be undertaken when a proposed matter is determined by the Chapter Executive Board to be of such importance or urgency that a total membership vote is advisable or the matter is sufficiently urgent but could not be voted upon at a prior meeting because of lack of a quorum.

- G. PARLIAMENTARY PROCESS: The rules contained in *Roberts Rules of Order, Newly Revised* shall govern this Chapter and in all cases to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of FMCA, and the Bylaws and Standing Rules of this Chapter.
- 4. MAINTAINING AFFILIATION: This Chapter must maintain a minimum of 15 family unit members.

The Chapter Secretary shall furnish to the National Office of FMCA, no later than the last week in December, a list of its membership, a list of its incumbent chapter officers, and assurance that 1 meeting was held.
 - 5. ANNUAL AUDIT: An annual audit of the Chapter's financial books and records shall be undertaken by no less than 2 Chapter members in good standing. A report of the audit shall be submitted to the Chapter's President and the results of the audit shall be given by the President to the Executive Board and the Chapter's membership.
 - 6. APPLICATION OF NATIONAL CONSTITUTION AND BYLAWS: This Chapter accepts and agrees that the Chapter Bylaws shall conform to any mandatory requirements stipulated in the National Constitution and Bylaws of FMCA.

ARTICLE VII – ELECTIONS

1. NOMINATING COMMITTEE COMPOSITION:

- A. The Nominating Committee shall consist of not less than 3 Chapter members in good standing, nominated and elected by the Chapter membership after the annual election of Chapter officers. They shall seek candidates for Chapter Offices for the following election year.
- B. Election of an individual to the Nominating Committee shall not prohibit that person from being nominated for elected office or any member in good standing from being nominated from the floor for any elective office, assuming they are otherwise qualified under applicable FMCA and Chapter Bylaws.

2. NOMINATING COMMITTEE DUTIES: The duties shall be:

- A. To nominate candidates for the Chapter Offices, including a President, Vice President, Secretary, Treasurer, Membership Chairperson, National Director and Alternate National Director for the new term and present said candidates to the membership for voting. In addition, the Nominating Committee will present candidates for Newsletter Editor and Rally Coordinator who will serve two year terms with no term limitations. Holders of these positions are not members of the Executive Board so may be Charter Affiliate or Affiliate members who do not own eligible coaches.
- B. To obtain clear acceptance of the nominees to serve the Chapter should they be elected.
- C. To ensure that nominated candidates are members in good standing and are qualified under applicable FMCA and Chapter Bylaws.
- D. To select one of its members as Nominating Committee Chairman. The Chairman may serve as the presiding officer in conducting the election for Chapter Officers.
- E. To nominate candidates to fill elected Chapter office vacancies during the calendar year, which may result due to resignation, inability to serve or death.

ARTICLE VIII- AMENDMENT OF BYLAWS

- 1. MANDATORY AMENDMENTS: Amendments applicable to Chapter operations shall be automatically adopted as may be required by mandatory amendments to the National FMCA Constitution and Bylaws. Such mandatory amendments are not subject to voting by the Chapter membership.

2. **AMENDING PROCEDURE:** These Bylaws may be amended by a 66% affirmative vote of the members present either at a duly-called meeting, or voting by mail ballot without a meeting, providing that prior notice of at least 30 days has been given of the proposition(s) to amend.

Any member of the Chapter may propose changes or additions to the Chapter Bylaws.

Each proposal for change or addition shall be referred to the President in writing and shall be reviewed by the Chapter's Executive Board for recommendation of approval or disapproval before being submitted at the next scheduled business meeting to the chapter membership for final consideration. The proposal for change or addition may be brought before the Chapter membership at the next scheduled business meeting by the originator or any other member if the Executive Board fails to present the proposal to the Chapter membership.

Approved amendments to these Bylaws become effective immediately upon their adoption, or at such time as specified in the amendment.

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

ARTICLE IX - EXECUTIVE BOARD

The Executive Board of this Chapter shall consist of the President, Vice President, Secretary, Treasurer, Membership Chairperson, National Director and Alternate National Director of this Chapter.

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 X – LIABILITIES

The Incumbent Officers, or Officers-elect, shall be covered by FMCA provided insurance for acts committed, debts incurred, or other liabilities, be they of a personal or property nature while attending Chapter meetings or rallies, or in connection with the performance of their Chapter responsibilities to the extent provided by the FMCA insurance policy.

The above shall not preclude the arrangement for liability insurance covering the Chapter and its officers as may be deemed necessary and approved by the membership.

This article constitutes a binding requirement for present and future membership in this Chapter. Acceptance as a Chapter member shall, in effect, serve in lieu of a written and signed statement

the member (or their children, or guests, or pets), and will constitute a full release of any claims against the Chapter's Officers that might arise as outlined in this article.

ARTICLE XI - LIQUIDATION AND DISSOLUTION

In the event of the dissolution of the Monaco Northeast Explorers Chapter of FMCA, by majority vote of the chapter, all of the remaining assets of the Chapter shall be contributed to the purpose(s) for which the Chapter is organized, or to a qualified non-profit charity or charities.

Original Bylaws were adopted 8/11/96, revised and adopted 6/7/97.

Further revised and adopted 8/16/97.

Revised 9/13/2003 to reflect 2-year term for National Director and Alternate National Director and to incorporate FMCA National Bylaw changes into these bylaws.

Revised 9/16/2006 - Article III, Section 2. Paragraph F concerning Affiliated Members.

Revised 9/8/2007 to restructure Vice Presidents and terms of office and incorporate FMCA National Bylaw changes.

Revised 1/16/2008 to replace "Associate Member" with "Charter Affiliate" Member per FMCA.

Revised 5/28/2010 to reflect broadening of membership eligibility in view of MCC demise and new Monaco RV LLC, to clarify voting procedures for both general business and Executive Board, to reduce annual meeting requirement from 2 to 1, and to simplify setting annual dues amount.