

Travlin' Texans

POLICIES & PRACTICES

Revised October 2, 2009

These Policies & Practices are approved by the membership and do not have to be treated as by-laws.

RALLIES

1. Rally Dates: Rallies are held five times a year, usually the first week of the months of March, April, May, October and November. Actual dates may be adjusted to fit availability of RV parks.
 - a. The formal rallies will generally begin at dinner on Tuesday and conclude at breakfast on Friday (3 nights).
 - b. We will attempt to secure rally rooms beginning on the day before the formal rally for members arriving early to begin meals and games.
 - c. Scheduling will consider Six State Rally dates and holidays, including Easter.
2. Rally Master Guide. The 2nd Vice President is responsible for furnishing forms to each Rally Master prior to their rally.
 - a. Rally Master Guidelines
 - b. Registration Forms
 - c. Expense form to be completed and copy given to Treasurer
 - d. Copy of contract and confirmation with Park
3. Out of rally fee, two nights free parking is provided for the Rally Master, one night for the Co-Rally Master and one night for the Secretary.
4. Rally fees are set at the discretion of the Rallymaster. The maximum is \$55 per couple. Rally fee for one person is ½ the couple fee. Everyone pays the rally fee. Rally fees do not include the campground parking/site fees.
5. There will be no refund of rally fees after deadline date for reservations.
6. \$5.00 additional charge for registering on site.
7. Guest/Members who come for one meal or one day will be charged as follows:
 - \$ 3 per person for breakfast cooked by Rally Masters
 - \$5 per person for lunch or dinner meal cooked by Rally Masters
 - Professionally Catered Meals – whatever they charge us
8. Smoking is not allowed at rally activities or in rally rooms. Smokers are asked not to smoke near rally room doorways.

9. Drinking of alcoholic beverages is not allowed at any rally activities or in the rally rooms. Members are welcome to drink at their campsites or in their rigs. They are welcome to drink at local restaurants in moderation and with the understanding that they should not be driving after drinking.
10. Pets will not be brought into buildings or around food areas outside buildings. Members will observe pet rules established by RV Parks.
11. The official chapter name tag must be worn at all rallies. The Sheriff (or an appointed deputy) is empowered to fine any member not wearing a name tag at any time from when the rally formally begins until, but not including, the final breakfast. Fines go into the chapter treasury. Fines are 25 cents.
12. No-Shows at rallies. Some popular campgrounds are frequently full and turn away business during rallies. They may charge the rally for an unused site for one night in the event of a member who does not show up for a reserved site.

If a member has made a rally reservation and cannot attend, they must promptly call both the Rallymaster and the campground to advise them. If the park is aware of the cancellation early enough, they may be able to fill the site and not charge the rally.

If the rally is charged a cancellation fee because of a no-show, the member will be responsible for that fee.

13. Some campgrounds are now charging deposit fees to clubs. This is generally to prevent rallies from canceling without adequate notice for the campground to rent out the sites.

The Treasurer is authorized to write a check to the campground for up to \$ 200 for a deposit on a future rally. The Treasurer shall send the check to the first Vice-President who shall forward it to the campground. The deposit is to be refunded to the Treasurer by the Rallymaster after the rally.
14. The Second Vice-President shall ensure that chapter rally supplies and equipment is transferred between rallymaster. He shall also periodically inventory the equipment and supplies and dispose of excess.
15. Rallymasters should confirm rally details with campground at least 60 days in advance. They should finalize rally plans 45 days in advance and get the registration paperwork to the Secretary at least 30 days in advance.

MEMBERSHIP

1. Membership in the Travlin' Texans is open to any member of FMCA. Members may join the Travlin' Texans and subsequently join FMCA. Qualifying motorcoaches may be any Class A, B, or C motorhome. There are no age or size restrictions on the qualifying motorhome.

2. Associate Memberships

- a. In order to perpetuate long-standing friendships, good fellowship and cooperation among members of the chapter, Associate Membership is available on request by a member in good standing that no longer owns a qualifying coach. The member must maintain a Family or Associate Membership in FMCA.
- b. An Associate Member shall not be eligible to hold office and has no Chapter voting privileges.
- c. Annual dues shall be the same as for a full member.

3. Honorary Memberships

The membership may bestow on those members who have provided outstanding service to the chapter while holding full membership in the chapter. An Honorary Membership must be nominated by the Officers and presented to the chapter for approval. Honorary Membership shall entitle the member to the chapter newsletter.

OFFICERS

1. Overlays for the Past President's Oval: The Treasurer should see that these are purchased in time for the outgoing President to be given the Past President's overlay at the time the new President is installed. The President's overlay is passed from the outgoing President to the new President each year as he/she is installed.
2. The Overlay for National Director shall be passed from the outgoing National Director to the new National Director each year as he/she is installed. If the Alternate National Director will attend a Six State or national rally in the place of the National Director, the overlay should be temporarily transferred to him/her.
3. Nominating Committee for the next year is elected at the October meeting. Their proposed slate of candidates for election to chapter office is due at the May rally. Nominating Committee members are nominated from the floor and elected. The committee shall comprise 3 members. The President shall appoint a chairman from the 3 members elected.
4. Officers are elected in October and installed at the November rally meeting. Nominations from the floor may be made at the October rally/meeting prior to the election.
5. Officers cannot hold office in two local clubs at the same time.
6. There are no term limits on the positions of National Director or Alternate National Director.

GENERAL

1. One membership book per coach. Additional books sold for \$1 or cost.
2. Annual Audit of the club's books
 - a. An annual audit of the Chapter's financial books and records shall be undertaken and reported to the membership by an audit committee which the President appoints no later than one (1) month prior to the Annual Business Meeting /Chapter Election (usually held in November). They shall meet no later than two weeks prior to the Business Meeting. They shall examine all the records of the Treasurer and shall complete the audit and return the records to the Treasurer before the Annual Business Meeting.
 - b. The audit shall ensure that all receipts and expenses are properly recorded. It shall ensure that all chapter funds are held in a banking account at a federally insured institution. It shall ensure that the Treasurer's reports of financial balances are accurate.
 - c. If the Audit Committee is more than one person, the President shall appoint the chairman.
3. Membership Care Committee
 - a. The President shall annually appoint up to 3 members to serve on this committee. The President shall also appoint a chair.
 - b. This committee shall --
 - Follow up with new members for their first year to encourage them to attend, answer questions, and make them feel welcome and wanted as part of the chapter
 - Follow up with members we haven't seen or heard from recently
 - Send get-well and sympathy cards to members
 - Report to the Secretary and President any significant news about members between rallies. The Secretary shall e-mail significant news to all members as appropriate.
 - c. This committee shall provide a committee report at each rally.
 - d. This committee shall be reimbursed by the chapter for expenses in sending cards and letters, but not telephone expenses.
 - e. A donation of \$25.00 may be made on behalf of the Travlin Texans to an appropriate charity in memory of deceased members of the chapter. The donation shall be made by a member of the Membership Care Committee who will be reimbursed by the Treasurer of the chapter upon receipt of acknowledgement of the donation from the charity.

CHANGES MADE IN THIS REVISION

Added provision to donate \$25.00 to charity in memory of deceased member