

CALOOSA WINNIES OF SOUTHWEST FLORIDA
DATE OF ORIGINAL CHARTER—DECEMBER 5, 1970
AMENDED MAY, 2024

ARTICLE 1—NAME

The name of this organization shall be CALOOSA WINNIES OF SW FLORIDA

ARTICLE 2—CHAPTER COLORS AND SYMBOLS

1. Chapter colors are BLUE AND GOLD.
2. Chapter symbol is FOUR LEGGED ROADRUNNER, representing our love of busy and fun travel.
3. Mascot is GUMBY, representing flexibility that might be needed at all events.

ARTICLE 3—PURPOSE

1. The purpose of the chapter is to plan group meetings and rallies.
2. Provide opportunities to meet new people and welcome new members.
3. Exchange travel information, technical issues, share ideas.
4. HAVE FUN!

ARTICLE 4—MEMBERSHIP

1. The chapter is open to anyone with a recreational vehicle of any kind.
2. Guests can attend 2 weekend events before choosing to join as a member. Guests pay the registration fee to include camping, food and entertainment.
3. This group is an adult only chapter.
4. The Board of Directors has the authority to present to the membership approval or disapproval of someone requesting membership.
5. Former members or honorary members may be included in any event planned by the group.
6. Members joining the chapter June 1st or after, or at the November/December meetings will be considered paid for the next calendar year.
7. The Board of Directors has the right to refuse membership to a person or persons, with cause.

ARTICLE 5—DUES, FEES, FILINGS

1. The annual dues for the Caloosa Winnies will be determined annually by the Board of Directors and voted on by the chapter members.
2. The chapter is not subject to tax payments since the classification is a Non-Profit Social Club, 501(C)(7) for I.R.S. The I.R.S. form #990-N informational form is due to be filed annually. Due date is by the 15th day of the 5th month after the close of the tax year.
3. Chapter dues will be paid by January 31st of each year for the current year.
4. Fees for Domain Name retention and website maintenance will be paid upon invoices presented, usually annually.
5. The fiscal year begins January 1st and ends December 31st.

ARTICLE 6—MEETINGS

1. Regular meetings will be held monthly from November to May.
2. Meetings will be scheduled normally the first full weekend of a month beginning on Thursdays and ending on Sundays, subject to availability of space at campgrounds. Dates may change due to holidays.
3. The annual meeting is designated as the December meeting. At that time the new slate of officers will be presented to the members to be elected and installed for the coming year. Any past President or previous Board member will be qualified to perform the installation ceremony. The newly installed officers will begin their officer position at the next regularly scheduled meeting.
4. Special meetings: A special meeting may be called by the President at any time upon notification to the members of the chapter.

ARTICLE 7—QUORUM

1. A quorum for conducting business at all meetings shall be 20% of the dues paid member coaches.
2. A President, or Vice President and Secretary or Treasurer must be present for any vote taken for business.
3. Members must be present at the meeting for their vote to be counted.
4. Proxy or absentee ballots are not allowed to be included in any vote.
5. In the absence of a quorum, the group can continue as a Committee of the Whole. Any decisions by the Committee of the Whole are not binding until ratified at a later meeting which has quorum attendance.

ARTICLE 8—COMMITTEES

1. Nominating committee shall consist of at least 3 members, including a Past President or previous Board member.
2. The committee will communicate prior to the November meeting to propose a slate of officers which shall be presented to the membership at the November meeting.
3. The committee may solicit suggestions for candidates at their discretion among the members, and contact those candidates in advance to determine interest.
4. Nominations will also be heard from the floor at the December meeting before voting occurs.
5. Committees may be appointed by the President, upon approval by the membership, and shall act for the duration of their assigned task or until the end of the chapter year, which ever comes first.

ARTICLE 9—CHAPTER OFFICERS AND DUTIES

1. PRESIDENT

- A. The President has overall charge of the organization.
- B. Acts as custodian of the chapter By-Laws.
- C. Has full knowledge of the By-Laws.
- D. Appoints all committees as needed, and acts as ex-officio of those committees, with the exception of the nominating committee.
- E. Is an authorized signer along with the Treasurer on the bank account. Only one signature is needed on a check.
- F. Conducts the business meetings if in attendance.

2. 1st VICE PRESIDENT

- A. Assumes the duties of the President in his/her absence, and performs all functions of the President.
- B. Makes arrangements for campgrounds or places for future meetings. It is best to plan at least a year in advance if possible.

3. 2nd VICE PRESIDENT

- A. Displays Caloosa Winnies parking signs for directions in appropriate places for best view.
- B. Assists members and guests with parking, recruits helpers as needed.
- C. Will preside at a business meeting if the President and 1st Vice President are absent.

4. SECRETARY

- A. Secretary will preside over business meetings in the absence of the President and Vice Presidents.
- B. Records minutes of all meetings. Keeps copies of minutes and distributes to the officers and members.
- C. Keeps membership list up to date.
- D. Assembles new member kits and provides kits as new members decide to join the chapter.
- E. Acts as custodian of the By Law document and any amendments in the future.

5. TREASURER

- A. Receives all monies belonging to the chapter and keeps records of all deposits made to the chapter bank account.
- B. Reconciles bank account monthly.
- C. Pays from chapter funds all proper expenses upon receipt of documented invoices or receipts.
- D. Maintains files of all bills paid and presents files for audit by 2 members of the chapter annually.
- E. In the absence of the Treasurer, the President is authorized to pay bills.
- F. Establishes a Petty Cash Fund of an amount determined by the membership to be used for small miscellaneous expenses such as seed money for 50/50 raffles. Any other payments from this fund require a receipt to be paid for the expense. Currently, the fund is \$250.00 in small bills.
- G. Prepares and presents a financial report at each chapter meeting, providing copies to the President and members if requested. The Secretary will receive a copy to be filed with the minutes.
- H. Files the annual 990N tax return with I.R.S. that states this is a non-profit social club, 501(C)(7).

ARTICLE 10—ELECTED OFFICERS

- 1. Officers will be elected at the annual meeting held in December of each year. They shall hold office for one year or until their respective successors have been duly elected and installed.
- 2. There are no term limits on officer positions.
- 3. The position of Secretary and Treasurer may be combined if necessary.

ARTICLE 11—APPOINTED POSITIONS

- 1. Sunshine Committee appointed by the President will send out cards to members based on situations.
- 2. Webmaster appointed by the President and is responsible for updating the chapter website.
- 3. Positions appointed by the President have no vote in the Executive Board meetings.

ARTICLE 12—BOARD OF DIRECTORS

1. The Board of Directors for the Caloosa Winnies shall consist of five duly elected and installed officers: President, 1st Vice President, 2nd Vice President, Secretary and Treasurer. One past Board member will vote only if needed to break a tie vote.
2. The Board of Directors will not make any binding decisions for the membership concerning chapter business. Board recommendations will be presented by the President to the membership for approval or disapproval.
3. If vacancy of an officer position occurs during the year, the President may appoint a successor or successors, who shall hold the office for the unexpired term, and shall receive executive voting privilege.

ARTICLE 13—RESPONSIBILITY FOR SAFETY AND CONDUCT

1. Each member will be responsible for the safety and conduct of their family members, guests and pets.
2. Members may have guests staying with them in their coach at meetings.
3. Any discussion concerning politics or religion within this group is NOT allowed.
4. The wearing of any political apparel such as shirts, hats, etc. or display of any political signs on sites is not allowed.
5. For the safety of all members, the carrying of any firearms/weapons into any building where the group is gathered is not allowed. Any violation of this rule will result in immediate revocation of membership.

ARTICLE 14—DISCIPLINARY ACTION

1. The Board of Directors has the right to refuse membership to a person or persons, with cause.
2. The Board of Directors, in response to a complaint by one or more members, presented in writing to the President, may consider revocation of membership.
3. The affected member must be notified and provided an opportunity to appear before the Board of Directors to speak or present a written document on his/her behalf. The final decision to revoke the membership must be approved by the majority of the board of Directors. A past Board member may vote to break a tie.
4. An elected or appointed officer may be removed from his/her position or chairmanship by a vote of the Board, for conduct which is detrimental to the chapter.

ARTICLE 15—AMENDMENTS

1. These By-Laws may be amended by a majority vote of the members present at a meeting, provided a quorum is established.
2. The intention of amending the By-Laws must be communicated to all members in advance of a vote.

ARTICLE 16—BUSINESS MEETINGS AGENDAS

1. The order of business will follow Roberts Rules of Order as far as applicable.

2. MEETING AGENDA AS FOLLOWS:

Call to Order

Pledge of Allegiance

Introduction of New Members and or Guests

Roll Call of Members Present

Reading of the Previous Meeting Minutes

Treasurers Report

Old Business

New Business

Sunshine Chairman Report

Birthdays and Anniversaries

Wagon Queen Comments

For The Good Of The Chapter

Reminders

Adjournment

THIS BY-LAW DOCUMENT IS APPROVED BY

(SIGNED)

_MARK & PATTI BURNETT, PRESIDENT, CALOOSA WINNIES

DATE