Happy (OK) Wanderers

Policy & Procedure
Standing Rules
Revised 1/1/2022

1. The chapter may establish, delete, or amend Standing Rules for the purpose of assisting in the smooth operation of the chapter.

2. Standing Rules may be adopted by a majority vote, can be amended by a two-thirds vote without previous notice or by majority vote with 30 days written notice. This action may be done at any meeting by a vote of those present.

3. A Standing Rule(s) may be temporarily suspended for the duration of a meeting of a chapter.

4. A Standing Rule may be proposed by any member of the chapter.

5. The annual membership dues of the chapter are set in the amount of $40.00 per coach. Renewal dues from club members are due and payable on January 1st (effective 2022).
   a. A one-time initiation fee of $20.00 per coach will be paid by new members at the time of joining, plus the annual membership dues of $40. (effective January 1st 2022). This one-time initiation fee will be used to cover the cost of a membership book, name badges, and such other items as determined by the chapter.

6. New members will be given one profile book per coach. Each new member will also be given a name tag. Should replacements be necessary, the member will be expected to pay the cost of the replaced items.

7. The name tag or "badge" that is given to new members will be the official "badge" that is kept on file at FMCA headquarters. Other logos may continue to be used on various member items such as clothing, license plates, adhesive labels, and letterheads.

8. Annually, the chapter will hold its monthly rally during the months of March, April, May, June, September, and October with a Christmas luncheon meeting in December. The Third vice-president is encouraged to consider one rally site in a cooler climate during the month of July or August.
   a. The Secretary will submit the chapter rally schedule to FMCA.

b. The 2nd Vice President will be the rally contact person for the rallies listed in the FMCA magazine.

9. Rallies of the chapter will be held the 3rd weekend of the month. This schedule can be adjusted for campground availability and to allow travel time for those attending National and Area FMCA Conventions and Rallies. However, the September rally will be held no later than the 3rd weekend of the month to allow time for the Secretary to submit the list of new officers and chapter rally schedule to FMCA. (effective March 2016)

10. The regular rally fee is set at $25.00 per person (effective January 1st 2022). The preferred method of payment is by check made out to the Happy (OK) Wanderers. Members hosting guests are expected to cover the applicable rally fees as well as any additional costs of catered meals or special entertainment.

11. The refund policy for the rally fees is as follows: full refund if cancellation is made prior to the purchase of the food for the rally. There will be no refund if food has been purchased.

12. As a backup to the Treasurer, the President will have signature authority to sign Happy (OK) Wanderers checks.

13. Smoking shall be prohibited in all enclosed meeting areas.

14. Pets shall be kept on a leash at all times and not allowed in meeting and food areas.

15. The abuse of alcoholic beverages is prohibited. The use of chapter funds to purchase alcoholic beverages is prohibited; however, rally funds may be used to purchase a beverage, such as wine, for a social or to compliment a meal.

16. Name badges are to be worn at all functions.

17. Annually the chapter shall reimburse the National Director, or Alternate National

Director, or the chapter's voting representative, a portion of their travel expenses if they travel to, attend, and vote, at FMCA's annual Governing Board Meeting. (effective March 2016) Reimbursement will be in the amount of $800.00 if the meeting is held more than 1000 miles from Oklahoma, or $400.00 if less than a 1000 miles (effective April 2014).

18. Annually the chapter shall reimburse the Third Vice-President the amount of $400.00 (effective 2011) toward the expense of travel and lodging necessary to evaluate and contract rally sites.

19. The election and installation of chapter officers for the coming year shall be held in the month of September (effective March 2016). The report of the nominating committee shall be made to the membership no later than the month of August (effective March 2016). The term of the elected officers shall be November 1 through October 31 (effective March 2016). Nominations may be made from the floor with the consent of the person being nominated.
    a. The Secretary will submit the list of duly elected and installed officers to FMCA in September. (effective March 2016)

20. Temporary Delegate: If the National Director or Alternate National Director cannot attend the next Governing Board meeting of FMCA, a temporary delegate is to be elected for the next Governing Board meeting only. If the temporary delegate already holds two chapter offices, the restriction of holding only two officers in one chapter is waived only for the time the delegate is in attendance at the Governing Board Meeting. The election of the temporary delegate should be held 30 days before the annual meeting. The chapter Secretary shall immediately notify the National Office of the election and the name of the temporary delegate.

21. The President shall appoint the Newsletter Editor annually in the month of January.

22. The President shall appoint the following Standing Committees:

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Membership Committee: The membership chairperson will handle mailings and correspondence to prospective new members. A letter shall be sent from the President to all new Oklahoma FMCA members advising them of our club and inviting them to visit or consider joining our group. The chairperson will also coordinate with the Treasurer and Secretary to maintain a membership roster and report on membership at business meetings.

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Hospitality Committee: The hospitality committee will plan and extend a welcome to new members and will recognize birthdays and anniversaries of members. The chairperson shall also coordinate communication to members about the illnesses or death of members or close relatives. It shall be the practice of the chapter to send a card to those ill and/or in the hospital. In the event of the death of a chapter member, a card will be sent and a donation shall be made to a charity in the amount of $50.00 in memory of the member.

23. When a member experiences or becomes aware of an emergency situation or impending

weather danger, it shall be the chapter's practice to notify others by doing all of the following (effective 2009):

1. Blow the motor home horn three times followed by a brief pause and then three more times.
2. Turn on the motor home lights.
3. Call 911 in the case of a medical emergency.

Rally hosts should incorporate at least a portion of the following in the the "Rally Agenda" sheets and review these procedures with rally attendees at the beginning of each rally and additionally as conditions change or dictate (effective 2009): c. Rally location's County Name – for weather related incidents.

d. Approximate location of the campground as it relates to the nearest town/city.
e. Description or map of Campground's shelter location, if available.
f. Other shelter information as provided by the campground.
g. The Secretary will submit the chapter rally schedule to FMCA.
h. The 2nd Vice President will be the rally contact person for the rallies listed in the FMCA magazine.