

The Constitution and Bylaws of the R.V.O.A Recreation Vehicle Owners' Association of British Columbia

CONSTITUTION

ARTICLE I **Association**

The name of this society is "R.V.O.A. Recreation Vehicle Owners' Association of British Columbia", hereinafter called, "the Association", and it shall be incorporated as a non-profit organization, under the laws of the Province of British Columbia.

ARTICLE II **Purpose**

The purpose of the Association is:

- (i) To foster the use and enjoyment of recreation vehicles.
- (ii) To encourage safe and courteous highway travel.
- (iii) To arrange for outdoor fellowship for Members through rallies and group activities.
- (iv) To provide a means for Recreational Vehicle Associations to co-operate with each other.
- (v) To assist, and encourage the formation of Recreational Vehicle Clubs.
- (vi) To promote the betterment of R.V. accommodation, and recreational facilities in Provincial Parks, and R.V. Park through legislation, and publicity.
- (vii) To promote safety standards and devices for R.V. travelers.
- (viii) To promote a better and move active tourism industry.
- (ix) To co-operate with all private and public bodies and all levels of government, with a view to achieving these ends.

BYLAWS

SECTION I

(i) Definition of Member:

- (a) "Member" shall be any individual who owns, or regularly uses an R.V. A Member is considered to be in good standing, when the membership fee for the current year has been paid, and the said member has not contravened any of the provisions of the Constitution or Bylaws of the Association. Voting privileges are given as one vote per membership dues paid.
- (b) "Commercial Members" shall be manufacturers of RV's, dealers, jobbers, suppliers of accessories, R. V. Park owners, or operators, and such others, who are interested in the Association, and its aims. Commercial Members may attend meetings, present briefs, and take part in the activities of the Association, but shall have no voting privileges.
- (c) A "Life Membership" may be awarded to a Member in good standing who sells 25 or more memberships to people who have never been Members of the Association before. Life Membership may also be bestowed on Officers who hold office for six years or more. Life Members will be exempt from paying annual dues but shall retain all voting rights and membership privileges.

(ii) Recreational Vehicle Clubs

- (a) The Association may grant affiliation to RV Clubs. The Association has the right to withdraw affiliation at any time without notice.

(iii) Member's Rights and Obligations:

- (a) All applications for membership must be made in writing, on application forms provided by the Association, and submitted to the Executive Committee for approval.
- (b) All Members, Commercial Members and Life Members shall abide by the Constitution, Bylaws, and Rules of the Association.
- (c) All Members as defined in Section I (i) (a) shall have equal voting rights, at all General and Special Meetings. Questions before a meeting will be decided upon by a simple majority, established by a show of hands.

SECTION II
CONDITIONS UNDER WHICH MEMBERSHIP CEASES

- (i) A Member may resign at any time by submitting a written notice.
- (ii) Any Member guilty of misconduct or unethical practices may be expelled from the Association by a two-third (2/3) majority vote of the Executive Committee. An application for reinstatement by a Member expelled from the Association shall be considered by the Executive Committee and such Member may be reinstated by a two-thirds (2/3) majority.
- (iii) A membership will lapse through non-payment of dues when 90 days in arrears. A membership may be reinstated by payment of dues as a new Member.

SECTION III
GENERAL MEETINGS & SPECIAL MEETINGS

- (i) The Annual General Meeting shall be held at a place to be determined by the Executive Committee. Such meeting to be held within six months of the end of the Association's fiscal year.
- (ii) Notice of the Annual General Meeting shall be given to each Member at least 14 days prior to the date of the Meeting.
- (ii) Notice of all other General or Special Meetings shall be mailed in advance, to each Member at the last known address, at least 14 days prior to the Meeting.
- (iii) Notice of all other General or Special Meetings shall be given to each Member at least 14 days prior to the date of the Meeting.
- (iv) A quorum at General or Special Meetings shall consist of at least 10 Members.
- (v) The President is required to call a Special Meeting, upon the written request of 10 percent of the voting Members.
- (vi) The President may call a Special Meeting at any time.
- (vii) A Special Meeting may be called to discuss and/or vote on a Special Resolution with only the subject matter of the said Special Resolution to be discussed. Notice of such Special Resolution shall be given to each of the voting Members at least 14 days prior to the date of the Special Meeting.

SECTION IV
APPOINTMENT AND REMOVAL OF OFFICERS

(i) Qualifications:

Any Member in good standing, who has been a Member for at least 6 months, shall be eligible for nomination to any Executive office.

(ii) Nominations:

- (a) The President, not later than 60 days prior to the date fixed for the Annual General Meeting, shall appoint a Nominations Committee consisting of at least 2 Members of the Association. For the purpose of this section they will be referred to as the Committee.
- (b) The Committee shall receive all nominations and certify that the nomination and consent have been properly made. The Committee can also make nominations at its own discretion.
- (c) The Committee shall submit a report to the Executive Committee detailing all nominations at least 14 days prior to the Annual General Meeting.
- (d) Nominations can be made by individuals Members, providing that such nominations and consents of nominees be received by the Secretary, in writing, at least 14 days prior to the Annual General Meeting.
- (e) Further nominations may also be taken from the floor at the Annual General Meeting provided that the nominees are present and consent to act.
- (f) The Secretary shall certify that all nominees have been Members in good standing for a minimum of 6 months prior to the Annual General Meeting.
- (g) Election by acclamation shall be proclaimed by the Committee Chairman if there is no more than one candidate placed in nomination for each of the elective offices.

(iii) Officers.

- (a) The Officers to be known as the Executive Committee shall consist of a President, 1st Vice-President, 2nd Vice-President, Secretary, Treasurer, and Immediate Past President.
- (b) All Officers, except the immediate Past President, shall be elected by the Members at the Annual General Meeting, and their term of office shall be two years, or until such time as new officers are elected. President, Second Vice President and Treasurer will be elected one year, with First Vice President and Secretary being elected the next year, allowing for positions to be filled in alternate years. The positions of President, Second Vice President and Treasurer will be two year terms. The First Vice President and the Secretary shall both be one year terms to start, then convert to two year terms thereafter.
- (c) Officers shall be elected by acclamation, or by simple majority vote, on a secret ballot.
- (d) Any Officer may resign for good reason, or be dismissed should his Membership be revoked.
- (e) A quorum of the Executive Committee shall consist of at least 3 officers.
- (f) The Executive Committee shall determine the policies and activities of the Association, approve all bills and expenses, and supervise the general management of the Association.
- (g) Any remuneration to be paid to an Officer shall require approval by a two-thirds (2/3) majority vote of the Executive Committee.
- (h) In the event that an Officer of the Association, except the President, vacates his/her office, the Executive Committee may appoint a regular Member to complete the unexpired term of office.

(iv) Duties of Officers

- (i) The President's duties shall be: Preside at all meetings of the Association and the Executive Committee, and enforce the Constitution and Bylaws, appoint all Standing Committees with the approval of the Executive Committee and have general management of the Association. The President shall not be entitled to vote except when balloting on a candidate for membership, electing officers, or when the Members are equally divided upon any question.
- (j) The 1st Vice-President's duties shall be: Attend all meetings of the Association and the Executive Committee and perform such duties as the President may assign, and assume the duties of the President in his absence.
- (k) The 2nd Vice-President's duties shall be: Attend all meetings of the Association and the Executive Committee and perform such duties as the President may assign and shall in the absence of the President and the 1st Vice-President, assume the duties of the President.
- (l) The Secretary's duties shall be: Attend all meetings of the Association and the Executive Committee, conduct all correspondence, maintain lists of club members, and keep minutes of all Executive Committee, General and Special Meetings.
- (m) The Treasurer's Duties shall be: Attend all meetings of the Association and the Executive Committee, keep the financial records of the Association's accounts, receive all dues, handle all banking requirements, report to the Executive Committee annually and prepare a complete financial statement at the end of the Association's fiscal year.

SECTION V
BORROWING POWER

The Association shall have no borrowing powers.

SECTION VI
AUDIT OF ACCOUNTS

- (i) The Association shall maintain a bank account in a bank approved by the Executive Committee.
- (ii) All cheques issued in the name of the Association shall require the signatures of two Members of the Executive Committee.
- (iii) No expenditure from the petty cash exceeding \$250.00, may be made by the Treasurer without the approval of the Executive Committee.
- (iv) All accounts shall be audited prior to the Annual General Meeting, and prior to the early retirement of the Treasurer.
- (v) The auditor(s) shall be appointed by the Executive Committee.
- (vi) The fiscal year of the Association shall terminate on the 31st day of July each year.

SECTION VII
ALTERATION OF BYLAWS

- (i) Any Bylaw may be amended, replaced, or repealed, by a Special Resolution favoured by a three-quarter (3/4) majority vote of the Members present at a Special Meeting especially called for that purpose.
- (ii) Proposed amendments to the Bylaws of the Association must be submitted to the Secretary in writing, who in turn shall see that Notice of a Special Meeting shall be given to each Member at least 14 days prior to the date of the Special Meeting, at which the amendment(s) will be discussed and voted upon.

SECTION VIII
PREPARATION AND CUSTODY OF MINUTES AND OTHER BOOKS

- (i) The preparation and custody of the minutes of Association's meetings, and the membership register, shall be delegated to the Secretary.
- (ii) The preparation and custody of all the financial records, accounts, and statements, shall be delegated to the Treasurer.
- (iii) All books, records, and property of the Association entrusted to any Officer shall be delivered immediately, upon change of office, to the new Officer.

SECTION IX
INSPECTION OF BOOKS AND RECORDS

The books and records of the Association may be inspected by Members with voting rights, following a submitted written request. This request must be scheduled and attended by any 2 members of the Executive Committee.

SECTION X
ANNUAL DUES

- (i) Dues shall be proposed by the Executive Committee and approved by the Members at the Annual General Meeting, and will be payable by Members on their anniversary date.
- (ii) The period of membership for Members will be a twelve (12) month, twenty-four (24) month, or thirty-six (36) month period commencing with their anniversary date.
- (iii) There shall be no rebating or refunding of annual dues.

SECTION XI
STANDING AND SPECIAL COMMITTEES

- (i) The President shall be empowered at any time, with the approval of the Executive Committee, to form and/or dissolve Standing, and Special Committees. The name, purpose, composition, and terms of reference, of any such Committee shall be at the discretion of the Executive Committee.
- (ii) Every Member of any such Committee must be a Member of the Association. The President shall be an ex-officio Member of all Committees.

SECTION XII
OPINIONS, VIEWS, AND POLICY

No statement of opinion, view, or policy by an Officer, or Member of the Association, shall be attributed to, or be binding on the Executive Committee, or the Association, unless such statement has been sanctioned by, and reflects the opinion, view, or policy of the Executive Committee or the Association.

SECTION XIII
INTERPRETATION

The interpretation of the Constitution and the Bylaws by the Executive shall be final and binding unless and until the wording and/or interpretation thereof is rescinded.