

# Bylaws for CERTIFIED BOF (Birds Of a Feather) Groups of the Escapees Club

## ARTICLE I: NAME, LOCATION, AND RECORDS

Section 1. The name of the BOF is ESCAPEES-HABITAT FOR HUMANITY

Section 2. The area of interest is loosely defined as a partnership with the RV Care-A-Vanners of Habitat For Humanity International

Section 3. The BOF records shall be kept in duplicate, with one copy in the possession of the treasurer or membership chairperson, and one copy sent to the Certified BOF Coordinator of the Escapees RV Club.

## ARTICLE II: PURPOSE

This BOF was certified on September 22, 2002 for the purpose of providing a framework for members of the Escapees RV Club to make new friends through organized rallies and other announced social activities.

## ARTICLE III: MEMBERSHIP

Membership in this BOF is open to all current members of the Escapees RV Club who subscribe to the BOF newsletter. Additional requirements for membership are defined in standing rules.

## ARTICLE IV: OFFICERS AND DUTIES

Section 1. A minimum of three elected officers of this BOF shall be a president, vice president, secretary, treasurer, membership chairperson, or other officers that may be specified in the standing rules. These officers shall constitute the executive board.

Section 2. The term of office for each elected officer shall be a minimum of 2 year(s); however, each officer shall serve until replaced. Officers may serve more than one term.

Section 3. Duties of officers are described in the BOF Officers Handbook from national headquarters.

## ARTICLE V: MEETINGS

Section 1. Conducting the business of this BOF shall be in accordance with Robert's Rules of Order when such rules are not in conflict with the bylaws or specific directives from the Escapees Club.

Section 2. A quorum of 10% members, including one elected officer, shall be required for conducting the business of the BOF at meetings. A majority vote of members present is required.

Section 3. A meeting shall be held at least once a year with a quorum present. Additional official meetings may be called. All members shall be notified in writing as to date, place, and time of all meetings. Such notification requirement will be satisfied by any mailing at least 60 days prior to the event, including, but not limited to, the BOF letter and/or *Escapees* magazine.

Section 4. Accurate minutes must be kept of business conducted at all meetings. Minutes will be the only legal record of all meetings. Votes at all meetings will be recorded, and at the board meetings votes are to be recorded by name.

## ARTICLE VI: ELECTIONS

Section 1. The officers shall be elected at the meeting at Fall Escapade.

Section 2. Nominations: A nominating committee shall be appointed by the president at least 6 months prior to the month of the election. The nominating committee shall obtain at least one nominee for each office. Other members may mail in nominations for any office. All nominees must give written or verbal consent to be considered. Exception: Additional nominations, with verbal consent, may be taken from the floor of a regular meeting.

Section 3. Voting shall be by written ballot, show of hands, or acclamation. A majority of votes cast is required to elect each officer.

Section 4. The new officers will assume their respective offices at Fall Escapade.

## ARTICLE VII: DUES

The BOF newsletter subscription dues will be no more than \$10.00 annually and will be due on April 1st of each year. Any member whose dues are not paid by July 1st shall be dropped from the BOF rolls. The amount of dues shall be set forth in the standing rules.

## ARTICLE VIII: EMERGENCY ACTION

In the event that any required action cannot be completed as set forth in these bylaws, the executive board may take emergency action for the benefit of the BOF. Such emergency action must then be submitted to the membership at the next BOF business meeting for ratification.

## ARTICLE IX: AMENDMENTS TO BYLAWS

Proposed amendments and/or revisions must be approved in writing by an appropriate Escapees RV Club representative prior to being submitted for membership vote. All members must be notified of any proposed amendment/s and furnished with a ballot to be returned. Approval of two-thirds of the ballots received is required for an amendment to carry.

## ARTICLE X: STANDING RULES

The BOF may adopt a set of standing rules to cover activities and/or situations not specified in the bylaws. These standing rules may not be in conflict with, or supersede, the bylaws. These standing rules may be adopted, amended, revised, or repealed at any publicized meeting upon approval of two-thirds of the members present.

## ARTICLE XI: INDEMNIFICATION

Each officer and committee member, while serving as such, shall be indemnified against any and all claims and liabilities to which he or she may be subjected because of service, or by reason of any act or omission alleged to have been committed by such officer or committee member, unless such act is the result of a willful or grossly negligent act or omission on the part of said officer or committee member.

## ARTICLE XII: FISCAL RESPONSIBILITY

Any officer, rally host, committee member, member, or guest who is handling any type of funds for the BOF shall keep an accurate account of such funds, including receipts and disbursements, and shall turn over said funds, with a written balance accounting, to the treasurer in an expeditious manner.

## ARTICLE XIII: DISSOLUTION

In the event of the dissolution of this BOF, all obligations shall be paid and any remaining assets shall be sent to the Escapees RV Club. Escapees, Inc. shall not be liable for any debts incurred by the BOF.