

**BOUNDERS OF AMERICA, INCORPORATED
BYLAWS**

**ARTICLE I
Characteristics and Headquarters**

1. Characteristics:

a. BOA is a democratically self-governed organization deriving its authority from the consent of the membership, expressed through their elected national officers, who comprise its executive board.

b. BOA Membership is divided into six (6) regions as follows:

NORTHEAST	SOUTHEAST	NORTH CENTRAL	SOUTH CENTRAL	WESTERN	CANADIAN
Connecticut	Alabama	Illinois	Arkansas	Alaska	Canada
Delaware	D.C.	Indiana	Colorado	Arizona	
Maine	Florida	Iowa	Kansas	California	
Massachusetts	Georgia	Michigan	Louisiana	Hawaii	
New Hampshire	Kentucky	Minnesota	Missouri	Idaho	
New Jersey	Maryland	Nebraska	New Mexico	Montana	
New York	Mississippi	No. Dakota	Oklahoma	Nevada	
Ohio	No. Carolina	So. Dakota	Texas	Oregon	
Pennsylvania	So. Carolina	Wisconsin		Utah	
Rhode Island	Tennessee			Washington	
Vermont	Virginia			Wyoming	
	West Virginia				

2. Headquarters and Regional Offices:

The Executive Board has the authority to establish or disestablish the location of the national headquarters and regional offices within or outside the state of incorporation.

3. Logo:

a. The official BOA logo is a red, white and blue shield with a superimposed oval containing a yellow kangaroo facing right, with a joey in its pouch. The field is blue with 7 stars and there are 4-1/2 red stripes slanted from right to left. Beneath the shield is a white, double-fold, two-pronged banner containing "BOUNDERS OF AMERICA" in blue capital letters.

b. The use of the logo on items for resale must be obtained, by written permission, from the Executive Board. Its use shall be in good taste and the logo design shall remain unmodified

ARTICLE II Objectives and Aims

1. Objectives:

a. To promote good fellowship and cooperation among all BOA Members and commercial enterprises, to represent Bounder Owners as a group and promote their best interests, to assist in protecting the rights of BOA Members, to collectively foster development of better Bounders and recreational facilities.

b. To promote such rallies and meetings as will most effectively provide for camaraderie among regions and interchange of information for the common good of BOA Members.

c. To assist in the formation of chapters of BOA Members and to disseminate information on the benefit of such groups.

d. To strive for a uniformly high standard of conduct.

1. Basic Aims:

a. To preserve and perpetuate the traditional ideals and spirit of friendly and wholesome family fellowship as manifested by the founders of BOA; to bring together family groups for congenial traveling, camping, recreational, and social activities for both parents and children and other adults who may have similar interests and standards.

b. To explore America and its continental neighbors.

c. To disseminate information of mutual interest, including technical advice and assistance on Bounder motorhomes, and to provide an avenue for liaison with the manufacturer and dealerships.

d. BOA shall do anything and everything reasonable and lawful for the furtherance and achievement of the purpose, objectives and aims stated herein.

ARTICLE III Membership

1. Eligibility for Membership and Classes of Membership:

a. **Family Membership.** As defined in the Constitution. A family member must own a Bounder. They must have voluntarily applied for membership,. Paid all required monies to join, been assigned a membership number, and paid their dues for the current year.

- b. **Retired Membership.** A member who wishes to remain a member but no longer owns a recreational vehicle of any kind. Retired members shall retain their BOA number followed by an “R” to signify their status. They will be eligible to receive the *Bounder Beacon*. Retired members are not eligible to vote or hold an elected national or chapter office, but may attend national and chapter functions.
- c. **Business Membership.** A member classification to recognize those businesses that choose to affiliate with BOA. Business members will not be assigned a membership number. They will receive the *Bounder Beacon*. Business members are not eligible to vote or hold an elected national or chapter office, but may attend national and chapter functions.
- d. **Past President Honorary Lifetime Membership.** An honorary lifetime membership shall be given to all past presidents of BOA who are in good standing as a family member or a retired member. They shall pay no dues. Other privileges accorded are as stated for family or retired members.
- e. **Exemplary Service Lifetime Membership.** An honorary lifetime membership may be given to any member in good standing for exemplary and long-standing service to the promotion and welfare of BOA by simple majority vote of the Executive Board. Such awards shall normally be limited to a maximum of one such award per year. They shall pay no dues. Other privileges accorded are as stated for family or retired members.

2. Provisions:

- a. Membership in BOA, or any of its chapters, shall not be denied because of sex, race, religion, color or nationality.
- b. Any member whose annual dues remain unpaid after becoming due shall be considered delinquent. Any member who remains delinquent for a period of two (2) months forfeits membership in BOA and is not eligible to enjoy any rights afforded a member including chapter membership.
- c. Any member of BOA who resigns while in good standing shall be received again into membership upon application and payment of the current year's dues.
- d. Any member who is dropped from the membership rolls for nonpayment of dues and who later desires to rejoin must reapply for membership as a new applicant.
- e. Any membership may be terminated for just cause or in the best interest of BOA. The member shall be given an opportunity for a hearing before a board of inquiry comprised of at least six (6) voting members of BOA. The member may be disciplined or expelled from BOA membership. Expulsion shall be affirmed by two-thirds (2/3) majority vote of the Board of Inquiry. Any member removed under these provisions shall be so notified immediately in writing by the presiding member of the Board. A

record of the proceedings shall be sent to the BOA Secretary, who shall distribute copies to all members of the Executive Board.

3. Membership Meetings:

a. Notice of the annual membership meeting of BOA, or other meetings of the general membership, shall be published in the *Bounder Beacon* a minimum of one (1) month prior to the meeting date. An agenda shall be published.

b. The annual membership meeting shall have as one of its purposes the presentation of the national officers. Other business shall be transacted as necessary. Venue shall be determined by the Executive Board.

ARTICLE IV National Officers

1. President.

a. The President is the principal executive officer and exercises supervision and control of the affairs and business of BOA.

b. In addition, the President shall:

(1) Publish meeting agenda and preside at all meetings of the General Membership and the Executive Board;

(2) Appoint members to committees as necessary;

(3) Ensure information regarding BOA operations is regularly disseminated to the general membership. Publication shall be via letter or the *Bounder Beacon* and shall include, but not be limited to: Financial reports, election results, current listings of national and regional officers, and voting results.

2. Executive Vice President (EVP):

a. The EVP assists the President in the performance of his/her duties, serves as the BOA National Rally Coordinator and performs such other duties as may be assigned by the President and/or the Executive Board.

b. In the absence of the President at any duly scheduled meeting, the EVP fulfills the duties of the President. When so acting, the EVP has the same authority as the President.

3. Regional Vice President (RVP):

a. There shall be a regional vice president (RVP) for each of the regions defined in Article 1, Paragraph 1b, of the BOA Bylaws. The RVP must be a legal resident of the region he/she represents.

b. The RVP for each region represents the chapters and non-chapter members within the region at executive board meetings, contacts new Boulder owners within his/her region to invite them to join BOA, assists BOA members in forming new chapters, encourages non-chapter members to join an existing chapter and performs such other duties as may be assigned by the President and/or the Executive Board.

c. If both the President and the EVP are absent from a duly scheduled meeting, one of the RVPs shall be selected by the members present to conduct the proceedings. When so acting, the RVP has the same authority as the President.

4. Secretary:

a. The Secretary, or designee, is responsible for recording complete and accurate minutes of all meetings of the general membership and the Executive Board, and maintaining all organizational records as required by the statutory duties of the office.

b. In addition, the secretary shall:

- (1) Maintain the BOA Membership Database;
- (2) Issue membership cards annually to members upon receipt of their annual dues;
- (3) Maintain the BOA Constitution and Bylaws;
- (4) Receive and process all proposals for changes to the Constitution and/or Bylaws;
- (5) Modify these documents when changes are approved;
- (6) Periodically review chapter records to ensure both national and chapter membership records coincide.
- (7) The Secretary is responsible for publishing, mailing, receiving and counting all ballots.

5. Treasurer:

a. The treasurer is responsible for filing all annual non-profit reports with the appropriate state(s) and the federal government, and for negotiating for all BOA insurance policies. The Executive Board shall approve all insurance policies.

b. The treasurer is responsible for assuring that the list of all required reports, with the due dates to specific agencies, is maintained in the Policy and Procedures Manual of the Executive Board.

c. The Treasurer is responsible for custody of all financial records and property of BOA and keeps accurate account of all money, funds and other assets unless otherwise instructed by the Executive Board. He/she regularly reports such accounts and presents such statements to the President and Executive Board as may be required.

d. The Treasurer shall disburse funds, as business may require, upon the order of any

officer or officers of BOA.

e. All funds received by any person for BOA shall be delivered to the Treasurer who shall immediately deposit such funds to the credit of BOA in a bank or other depository as designated by the Executive Board.

f. The Treasurer is required to have all books of BOA audited and certified annually at the close of each fiscal year by an independent auditor. The Auditor's report shall be furnished to the Executive Board.

6. General Provisions:

a. Eligibility. No member may hold a national office in Bounders of America while serving as a national officer in any other national or international motorhome club.

b. Terms of Office. National officers are elected for a two (2) year term. All officers except the President and Executive Vice President may be elected to multiple terms.

(1) The offices of President and Executive Vice President shall be limited to two (2) successive terms. If the nominating committee can not identify at least two (2) candidates for a respective office, then the incumbent may be elected to a third term.

(2) Having vacated the position of President or Executive Vice President for a period of at least two years, the individual may again be elected to the respective office under the conditions set forth in paragraph 6b(1).

c. Vacancies. Any national officer vacancy caused by death, resignation, removal, disqualification or otherwise shall be filled by Executive Board Appointment. The newly appointed officer shall serve the unexpired term of his/her predecessor.

d. Suspension and Removal. Any officer may be removed from office, with or without prejudice, for just cause or in the best interest of BOA. Such officer is entitled to a hearing, examination of all documents and witnesses presented against him/her and present evidence and witnesses on his/her behalf. Removal is to be by two-thirds (2/3) majority of the remaining Executive Board Members at any officially scheduled meeting of the Board. Any board member removed under these provisions shall be so notified immediately in writing by the senior member of the Board.

ARTICLE V Finances

1. Fiscal Year of BOA:

The fiscal year of BOA and any subsidiary organization thereof, including chapters,

begins on the first day of October and ends on the last day of September of the ensuing year (Oct 1 to Sep 30).

2. Disbursement of Funds:

a. BOA Funds shall be disbursed only for payment of BOA obligations authorized for BOA purposes. These may include, but not be limited to, the following non-recoverable expenses: Travel, printing, postage and phone calls.

b. The Executive Board, as the corporation contracting authority, may authorize any member to act as agent, to enter into any contract, or to execute and deliver any instrument in the name of and on behalf of BOA. Such authority may be general or confined to specific instances, but must be given in writing by either the President or the Treasurer.

c. Upon presentation of a proper due bill, disbursement of BOA funds shall be made only by check, indicating the purpose for which payment is made.

d. Checks may be signed by the President, Treasurer, or Secretary of BOA.

e. The President and the Treasurer shall develop a budget to be approved by the Executive Board and presented at the annual membership meeting.

f. The Executive Board shall ensure the annual audit is conducted in a timely manner.

3. Financing of Rallies:

a. A national or regional rally is an event characterized by an open invitation to the general membership of BOA and other Bounder owners, including members of Bounders United, as an outreach effort. Attendees not a member of BOA or BU will pay a twenty dollar (\$20) higher registration fee, said fee not to be a part of the rally budget, but designated to go directly to the Rally Fund. This fee shall be used to apply to the nonmembers first year of dues to BOA, provided they submit a membership application with two (2) months of the ending date of the rally.

1. The hosting chapter(s) is (are) required to involve the BOA Executive Board in the planning and preparation for a regional or national rally. A budget should be sent to the Executive Board at the start of the chapter planning. This budget should include the Chapter Fee as covered in 3.d.below, based on the number of coaches it expects to attend the rally.

2. The hosting chapter(s) shall be responsible for all aspects from budgeting to final accounting. A chapter may subcontract any aspect of the rally functions, except registration, and shall insure that proper contracts are used and signed by the hosting chapter/rally officers.

b. BOA shall not subsidize any rally, except through the Rally Fund

(Liability Account), nor will it expect any specified remuneration except as specified in Article V.par 3. In addition to monetary grants from the Rally Fund, advanced funding for national or regional rallies may be provided by BOA when necessary, by a majority vote of the BOA Executive Board. The advanced funding shall be repaid to BOA within thirty (30) days after the conclusion of the rally, and said monies shall be derived from the registrations of the rally.

c. Chapters and members may undertake craft raffles and sales at rallies. At national or regional rallies, however, only the hosting chapter may conduct a 50/50 raffle. No portion of the proceeds from any of these undertakings is required to be turned over to BOA.

d. In addition to a 50/50 raffle, the hosting chapter for a national or regional rally is authorized to receive a fee of \$5.00 per coach up to a maximum of \$1000 (one thousand dollars) for the rally. BOA shall receive all excess money left over from the rally, after the chapter receives its fees, to be placed into the Rally Fund (Liability Account). This fund shall be used only for BOA regional and national rallies as outlined in the Bylaws.

e. Any monies donated to BOA, from Fleetwood , or other sources, intended for national or regional rallies shall be used for that purpose, deposited into the Rally Fund (Liability Account), and shall be disbursed upon the approval of the BOA Executive Board

ARTICLE VI Elections

1. Nominating Committee:

a. Composition and Appointment

A standing nominating committee of at least three (3) members shall be appointed. The President shall appoint the committee and the chairperson of the committee.

b. Duties.

- (1) Recruit, interview and nominate candidates for national offices.
- (2) Prepare a slate of candidates for all national offices.
- (3) Make every effort to nominate multiple candidates for each office.
- (4) Submit a report to the President prior to March 1st.
- (5) The Committee's report shall be published with ballots in the April/May issue

of the *Boulder Beacon* for voting by the general membership.

c. Requirements and Obligations of Nominees:

(1) It is considered a requisite part of the eligibility of any candidate for elective office to be acquainted with the duties of that office. A brief statement of qualifications shall be submitted and published for consideration by the electorate in the voting process.

(2) Each candidate who accepts a nomination shall consent that he/she will serve if elected. In addition, the candidate shall state that he/she will accept the responsibilities and will perform the duties to the best of his/her ability.

2. Election of Officers:

a. All national officers shall be elected by the general membership except:

(1) Conversions authorized by Article V, paragraph 2 of the BOA Constitution.

(2) Officers appointed to fill vacancies that occur between elections.

b. Once the slate of nominees is published in the *Boulder Beacon*, each family unit (as defined in the constitution) shall cast their vote. On June 20th, the returned ballots will be validated and counted by the secretary or a designated impartial representative. At least a majority vote of the ballots received is required for election. The results shall be announced in the next issue of the *Boulder Beacon*.

c. After the election, outgoing national officers shall liaison with their newly elected counterparts until all functions have been satisfactorily transferred.

**ARTICLE VII
Chapters**

1. Formation of Chapters:

a. The Executive Board may authorize the formation of local BOA Chapters; and with such authorization shall provide a charter for their operation and control.

b. Local BOA Chapters shall use regional or area names. Numbers shall **not** be used.

c. Any group of five (5) or more members in good standing may petition BOA for a chapter charter. Such chapters, authorized by the Executive Board, shall follow the BOA Constitution and Bylaws. Deviations due to local circumstances in the area of the chapter may be permitted.

d. Membership in BOA is an absolute requirement for chapter membership, without exception; however, admission to chapter membership is authorized if a BOA application, fees and dues are concurrently submitted. Conversely, no person may continue as a member of a chapter after forfeiting his/her good standing in BOA.

2. Application for Charter:

a. The application for a charter shall contain the signatures of five (5) or more BOA members in good standing and shall be submitted to the executive board. It shall contain the following:

(1) Name of proposed chapter.

(2) A list of names, printed or typed, addresses, and BOA numbers of the group applying to be granted a charter as a chapter.

(3) A list of the provisional elected officers.

(4) A copy of the minutes of the proposed chapter formation meeting, signed by the provisional chapter secretary and countersigned by the provisional chapter president.

(5) Upon approval of the application for a new chapter charter, BOA shall forward a check for \$100.00 to the new chapter to help the chapter get started.

3. Requirements for Chapters:

a. Each chapter must hold at least two (2) business meetings each fiscal year. These meetings must be held at least fourteen (14) days apart.

b. One of the meetings must be an annual meeting at which the voting membership elects a president, vice president, secretary and treasurer for one or two year terms.

c. The offices of chapter secretary and treasurer may be filled by one person.

d. A chapter must maintain a minimum of five (5) BOA Members in order to retain its active status. A chapter that fails to maintain the qualifying requirements shall revert to inactive status.

e. An inactive chapter will return to regular status after it has regained the required number of members and the Executive Board has been supplied its current membership list.

f. Guests of chapter members are permitted to attend no more than two (2) chapter rallies per calendar year by invitation only. Guests will typically be prospective members who are considering joining the chapter or secondarily, former chapter members who no

longer qualify for membership. Family members living in the chapter member's Bounder are exempt from the two (2) rally rule. Non Bounder owners may not be members of a chapter.

4. Multiple Memberships in Chapters:

- a. A member may join as many BOA Chapters as he/she desires.
- b. An individual member may **not** hold elective office in more than one chapter.

5. Chapter Finances:

- a. The Fiscal Year of each chapter is to be the same as that of BOA (i.e. Oct 1 - Sep 30).
- b. A chapter may assess its members reasonable annual dues by vote of its membership.
- c. Upon approval of its membership, a chapter may engage in fund raising activities for the benefit of its own programs and purposes.

6. Chapter Administration:

a. Authority:

(1) A chapter's authority comes from the policies and directives adopted by its members.

(2) Each chapter is encouraged to formulate and adopt its own bylaws. **These bylaws must conform to the requirements of BOA.**

(3) Guidance. It is required that *Robert's Rules of Order, Newly Revised*, govern all chapter proceedings, except when directed otherwise by chapter and national by-laws.

b. Chapter President:

- (1) The President is the leader of the chapter and presides at all meetings.
- (2) The President is the Chairperson of the Chapter's Executive Board.
- (3) The President appoints the members of all chapter committees.

c. Chapter Vice President:

(1) The Vice President assists the President and serves as the presiding officer in the absence of the President.

(2) Upon a vacancy occurring in the office of President, or upon the inability or refusal of the President to preside, the Vice President shall perform all of the duties of the President.

d. Chapter Secretary/Treasurer:

(1) Duties to BOA.:

(a) The Secretary/Treasurer shall keep accurate and up-to-date records of the membership. A list of names and numbers of the members, along with a list of incumbent officers, and certification that the chapter held the required number of meetings in the previous fiscal year shall be sent to BOA no later than the last week of September.

(b) The Secretary/Treasurer shall promptly report, in writing, to BOA, the results of any election of officers. This report shall include the addresses and telephone numbers of each person so elected.

(2) Other Duties:

(a) The Secretary/Treasurer shall record, in a minute book, the proceedings of all meetings. The minutes shall be signed by the Secretary/Treasurer, read and approved at the next meeting and kept readily available.

(b) The Secretary/Treasurer receives, disburses and safeguards all funds. Reports of these activities are to be given at each business meeting of the Chapter or as required by the Chapter's Executive Board.

7. Chapter Nominating Committee and Elections:

a. The chapter shall have a nominating committee to serve during the year to nominate members to fill vacancies that may occur and to propose the annual slate of officer candidates.

b. During the nomination process, the nominating committee shall accept nominations from the floor.

8. Voting:

a. Each regular member (family unit) as defined in the BOA Constitution shall have one vote.

b. A quorum for any chapter election or for the transaction of any business shall consist of all members in attendance.

ARTICLE VIII
Miscellaneous Requirements

1. Responsibility:

a. BOA is not responsible for personal statements, opinions, or representations advanced in papers, chapter and area newsletters, in discussions at any of its meetings, or for the validity of statements contained in any advertisement printed in any BOA Publication.

b. Except for Bounder motor homes, BOA will not endorse any product or service.

2. Custody of Records: All records of BOA are the property of BOA and shall be in the custody of a member or members of the Executive Board at all times.

3. Effective Date: These bylaws are effective upon receipt.

ARTICLE IX
Parliamentary Rules and Procedures

1. All meetings of the Executive Board, Committees and Chapters shall be conducted in accordance with *Robert's Rules of Order, Newly Revised*, when its requirements are not inconsistent with the Constitution, the Bylaws, and any duly adopted Standing Rules.

2 The Executive Board may adopt rules prescribing the order of business for all regular meetings and for meetings of the general membership.

3. Standing rules may be adopted, suspended, modified, or rescinded in any meeting by majority vote of those present. Such rules shall not be interpreted or used so as to limit, suspend, or deny any specific rights granted to members under these bylaws.

4. The Executive Board, standing committees, special committees, and subcommittees of the Executive Board are authorized to meet and conduct business by electronic communications media so long as all members may participate. Any actions taken shall be duly recorded by the Secretary and all actions ratified by the Executive Board at the next meeting.

ARTICLE X
Amending the Bylaws

1. Submitting Proposed Changes:

a. Any member of BOA may propose changes in the Bylaws and submit same to the Executive Board. At least once per year, the Bounder Beacon shall publish a call for

amendments to the Bylaws.

b. Proposals from members must be in writing and clearly state the proposed change(s) and are to be mailed to the Secretary with a copy to the President. The Executive Board may consider change(s) to the Bylaws at any meeting and without written submission, provided such deliberations are duly recorded in the minutes.

2. Preliminary Consideration.

a. Each proposal for a Bylaw change shall be referred to the Constitution and Bylaws Committee for review prior to action by the Executive Board. After reviewing the text, the Committee will return the original text, along with its own recommendations, to the Secretary for duplicating and distribution to members of the Executive Board together with a suggested ballot.

b. All proposed changes, additions, amendments or revisions to the bylaws shall be voted on by written ballot from each member of the Executive Board.

3. Requirements for Adoption:

a. All proposed changes to the Bylaws submitted by members shall, after review by the Executive Board, be presented to and voted upon by the general membership. A simple majority of votes cast shall be cause for adoption or rejection of the proposal.

b. All balloting by members on national issues shall be by mail ballot, or by electronic ballot when authorized by the BOA executive board. Member's rights to mail a ballot by USPS, shall not be denied, providing they are received by BOA in a timely manner per ballot instructions. Email balloting, when permitted by the executive board, shall require that members have registered their email address with BOA in a manner consistent with requirements of the executive board.

c. Changes, additions, amendments or revisions to the Bylaws take effect immediately after their adoption and shall be published in the next issue of the *Bounder Beacon*.

4. Special Actions:

The Constitution and Bylaws Committee may make corrections to the bylaws for the sole purpose of eliminating or correcting clerical or typographical errors without prior notice.

Revised: 10-1-2011