

**By-Laws
of the
“High Plains Roamers” Local Chapter
of
Winnebago-Itasca Travelers**

ARTICLE I – NAME

The name of this organization shall be the HIGH PLAINS ROAMERS Chapter of the State Club Prairie Winnies, of the Winnebago-Itasca Travelers. The High Plains Roamers was chartered in May, 1982.

ARTICLE II – Chapter Club Colors and Symbols

The State Club Colors are Green, Gold and Blue and the symbol is the Covered Wagon.

ARTICLE III – Purposes and Objectives:

1. Basic purpose:

To promote fellowship, friendship and fun among all members of WIT; to foster and develop recreational, social, and travel opportunities for the enjoyment, pleasure, and use of the members of WIT; and to encourage gatherings and outings on local levels

2. Objectives

To assist in protecting members’ rights as private RV owners. To serve as a feedback mechanism to Winnebago Industries for the development of new motorhomes of high quality

ARTICLE IV – Membership and Fees

Section 1 The chapter was formed as part of the Winnebago-Itasca Travelers

Section 2 Any person or persons who is/are a WIT member(s) in good standing is eligible for membership in the High Plains Roamers Chapter

Section 3 The annual dues for the High Plains Roamer Chapter shall be \$10.00 per year.

ARTICLE V – Officers

Section 1 – Officers

A. The officers shall consist of at least a President, Vice-President, Secretary, and Treasurer, all of whom shall perform the duties that usually pertain to these respective offices

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- B. Officers will be elected at the annual meeting, The offices of **president** and **vice president** of a **state, provincial club** or **local chapter** shall not hold office more than two consecutive one year terms, nor more than two terms in any consecutive five year period in each office (*Example: 2 years vice president, 2 years president, 1 year out of office in a five year period.*)

Section 2 – Vacant Office

If a vacancy occurs in the office of president, the vice-president shall become the president for the remainder of the elected president’s term. If a vacancy occurs in any other office, the chapter or club may elect a successor who shall hold office for the unexpired term

Section 3 – Others

Other officers may include wagon-master, director, chaplain, youth coordinator, and additional VPs.

ARTICLE VI – Committees

- Section 1 The Board of Directors shall be composed of the current officers and the immediate past president.
- Section 2 The Program Committee shall consist of not less than three members appointed by the President, and shall be responsible for programs and entertainment
- Section 3 The Nominating Committee shall consist of the Board of Directors, who shall meet shortly prior to the annual meeting to propose a slate of officers which shall be presented to the Chapter at the annual meeting by the immediate past president, or in his absence, by a member of the board delegated by him. Other nominations may be presented from the floor at the annual meeting.
- Section 4 Committees may be appointed by the President upon approval by the Chapter and shall act for the duration of their assigned task or until the end of the chapter year.

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ARTICLE VII – Meetings

- Section 1 Regular meetings of a Local Chapter shall, as far as practical, be held monthly, the day and hour to be fixed by the Chapter. Additional meetings may be held if so decided by the Chapter.
- Section 2 Each year the annual meeting shall be the meeting at which officers shall be elected, such officers to take office at the beginning of the fiscal year in accordance with WIT by-laws and IRS requirements. The annual meeting shall be in MAY, and the fiscal year starts May First. Newly elected officers will take office at the end of the annual business meeting.
- Section 3 Special meetings of the membership may be called by the President or by any three members of the Chapter upon notification to all members of the Chapter.
- Section 4 Clubs and chapters must define a quorum for transaction of business at any duly called meeting of a minimum of 25% of the total membership. The quorum must be either a designated number or percentage

ARTICLE VIII – Fiscal Year

- Section 1 The fiscal year of the Chapter shall begin with May First of each year and end the following April 30th. Section 2 Prior to accepting the fiscal year report, the outgoing president shall appoint an audit committee consisting of no more than three members to audit the finances for the previous year. The audit committee is expected to complete its work during the meeting, campout, or rally when the new officers are installed. The audit committee’s report shall be made part of the record of the chapter or club
- Section 3 At the beginning of the fiscal year, Winnebago-Itasca Travelers headquarters will be furnished with a list of new officers and roster of membership

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ARTICLE IX – Bylaws

- Section 1 Bylaws may be adopted or amended at any regular meeting and must be sent to WIT for approval per their by-laws prior to the changes becoming effective
- Section 2 In case of disagreement, Roberts Rules of Order shall govern on any item not specifically covered by these Bylaws

ARTICLE X – Disciplinary Action

The Board of Directors, in response to a complaint by one or more of the members, in writing, may consider disciplinary actions or revocation of membership in the chapter for cause. The accused member shall be provided an opportunity to respond any and all charges. The final decision to revoke membership must be approved by a majority vote of the board. An officer of the chapter may be removed from office for inappropriate behavior. In this case, the membership as a whole may vote to remove said officer. A simple majority vote by the legal quorum at a duly called meeting of the chapter is required.

ARTICLE XI – Officer Responsibilities

Section 1 President

- a. Responsible to membership to lead and coordinate affairs and events. Presides over meetings.
- b. Offers recommendations and suggestions for members consideration.
- c. In case of a tie, to cast a vote
Appoints committees as needed. Committee members serve at the pleasure of the President and may be excused without cause.
- d. Insures all provisions of the WIT by-laws are followed.
- e. Notifies W.I.T. immediately of any accident or injury which occurs during any meeting
- f. Recruits new members for State Club/Local Chapters

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- g. Coordinates Show and Tell programs at dealers
- h. Attends outings of other club or chapters as often as possible.
- i. Encourages members to participate in club or chapter functions.
- j. Works with the Area Representative in his/her area.
- k. Prior to the election of new officers, the outgoing president shall appoint an audit committee consisting of no more than three members to audit the finances for the previous year. The audit committee is expected to complete its work during the meeting, campout or rally before the new officers are installed. The audit committee's report will be made part of the record of the club, or chapter (per W.I.T. by-laws).
- l. Request certificate of insurance from the WIT office, if required by campgrounds or fairgrounds
- m. Follows up with each officer to be sure all duties are being performed.

2 Vice President

- a. Presides over meetings if the President is absent.
- b. Carries out duties assigned by the State Club/Local Chapter By-Laws.
- c. Assists the President in coordinating Affairs and Events

3 Secretary

- a. Keeps accurate and up-to-date records of the Club/Chapter membership
- b. Records the proceedings of all meetings of the membership and its Executive Board
- c. Verifies that all members and all applicants for membership are members of W.I.T.
- d. Forwards a roster of complete membership to W.I.T. office, includes a list of officers immediately following the election of officers

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- e. Sends information on club/chapter outings and “Who’s inviting Travelers” to the club news editor
- f. Handles all correspondence for the Club/Chapter

4 Treasurer

- a. Receives safeguards and holds all Club/Chapter funds
- b. Keeps accurate accounts of all Club/Chapter funds
- c. Gives oral and written reports to membership
- d. Disperses funds for authorized purposes
- e. Distributes patches, logos and other related materials

5 Immediate Past President

- a. Serves as an advisor to the President
- b. Is a member of the Executive Board

6 Other officers may be elected by the Club or Chapter pursuant to the members desires and interests. Possible officers include: wagon-master, director, chaplain, and additional Vice Presidents.

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ARTICLE XII – Powers

This chapter and these bylaws exist and draw their authority from the bylaws of Winnebago-Itasca Travelers dated December 31, 2010. These chapter bylaws may not conflict with the WIT Bylaws. If there is a conflict, the WIT Bylaws rule.

APPROVED THIS 7TH DAY OF MAY, 2011

Kansas High Plains Roamers

Brenda Martin President

Cheryl Notapka Secretary

Approved this 7th day of MAY, 2011, WINNEBAGO-ITASCA TRAVELERS

Douglas Forward General Manager