

INTRODUCTION
Standard Chapter By-Laws
Loners on Wheels, Incorporated

Rev: August, 2022

The following pages describe precisely, the standard chapter by-laws applying to all chapters (and members) of Loners on Wheels, Incorporated.

There are several things that the reader should be aware of before attacking the document.

1. It was two and one half years in the making. About twenty (20) of the most experienced and knowledgeable LoW members participated in its composition.
2. Before being put into print here, it was reviewed by an attorney and a licensed parliamentarian with vast experience in these matters. Both offered minor refinements which were accepted.
3. These by-laws were approved by the shareholders, Loners on Wheels, Incorporated in May of 1991. Thus they became adjunct to the by-laws of the corporation.
4. They are not a sample or guideline to be rewritten. They are incumbent upon chapters (and members) by virtue of being chartered (or being a LoW member).
5. During the process of composition, a chance axiom evolved, as follows: "If all the world's bards of by-laws were to be placed end-to-end, they would never reach a conclusion." Management, therefore, bows to the possibility of change.
6. Modification to these by-laws will be accepted in only one way: that being through a chartered chapter. Such recommendations must be in writing over the chapter president's signature, and addressed to the secretary of the Club.
7. Great effort was exercised in the composition to avoid anything that would interfere with any chapter's individuality, circumstances or style. Therefore:
8. It is necessary that each chapter compose a set of rules that reflect their own circumstances, i.e., the amount of chapter dues, where the chapter funds are to be kept, additional officers desired, and so forth. These are termed, "Standing Rules." Thirteen are required. Chapters may add more if needed. A sample of what one chapter did is offered as a guide. It follows after the by-laws.
9. It will soon become self-evident that the cumbersome and time consuming chore of each chapter composing their own, individual by-laws, en total, has been virtually eliminated. By reference to prior chapter's by-laws, and some pre-discussion, it should take only minutes to draft out the thirteen "Standing Rules".

Management's fond hope is that you will be pleased. It is – EMINENTLY SO!

LONERS ON WHEELS, INC.

STANDARD CHAPTER BY-LAWS

(If any section of the Chapter By-laws should be in conflict with Loners on Wheels, Inc. By-laws, the corporate By-laws will prevail)

ARTICLE I – Name and Location

The name of this chapter of Loners on Wheels, Inc shall be

_____Lows. Its prime area of activity shall

be_____

Founding records of this chapter shall be kept in duplicate with one copy in the possession of the President and one in the possession of the Secretary.

ARTICLE II – Purpose

The primary purpose of this Chapter is to be a social organization, for legally single men and women who enjoy camping and travel in recreational vehicles through camp-outs, rallies and other similar activities.

ARTICLE III – Membership, Dues, Termination

SEC 1 – Current membership in Loners on Wheels, Inc (International LoW Club) is a prerequisite for Membership in this chapter and proof of current membership shall be required.

SEC 2 – There shall be only one class of membership in this Chapter. They each shall enjoy all rights and benefits offered. The only requirements are: They must be legally single, be a member of the International Organization, and a member in good standing of this Chapter.

SEC 3 – The annual dues amount will be defined in the Standing Rules.

SEC 4 – Termination

- a. Members whose dues in the International Club are found delinquent, and/or included in the monthly “change of status List”. If you should marry while being a member, your membership is automatically terminated. An official LoW event is one that has been announced in the International Newsletter, and/or is an event sponsored by one or more LoW chapters.
- b. Members whose chapter dues are delinquent. The number of days as per the Standing Rules.

ARTICLE III – Membership, Dues, Termination (continued)

- c. A member whose behavior becomes offensive, violent, embarrassing to the Chapter or who refuses to comply with International LoW Club rules.
- d. Members falling into the above categories (a, b, c, or d), above will be brought to the attention of the Chapter officers promptly. The Chapter officers will meet at the earliest convenient time. They will decide the action to be taken if any, based on these by-laws, and factual circumstances pertaining thereto. If the Chapter officers’ decision is positive, the subject member will be notified in writing of such decision at the earliest possible moment.
- e. Letters directed to members falling under sub c, above, will include reference to Article III, section 4, of these By-laws, as authority.

- f. Copies of letters directed to members falling into categories c or d above will be sent to the International Club Secretary. The Chapter secretary will prepare the letter of transmittal. It will include a statement of the Chapter's recommendation(s) for further action, if any.
- g. A person whose membership in this Chapter is terminated for cause may be eligible for a refund of unused dues. The decision, if any, and the amount will be at the discretion and judgment of the Chapter officers. Letters sent to subject members will contain a positive statement relating to the matter.

ARTICLE IV – Guests and Visitors

- SEC 1 – Members of the International Club shall always be welcome to attend any of this Chapter's events. No additional requirements imposed other than proof of current LoW membership. Three visits to one Chapter during one camping season requires that you become a member of that Chapter. For seasonal chapters, one visit of five (5) or more days per season requires that you become a member of that Chapter.
- SEC 2 – Persons, not members of the International Club and never having been, whose interest is that of a prospective new member, shall be welcome to attend two Chapter events within one camping season or one visit of four (4) or less days for seasonal chapters, without obligation. On the subsequent visit they will be expected to join. Prospective new members shall be considered VIPs, and extended all reasonable hospitality to include, but not limited to: introduction
to Chapter officers, introduction at the General Membership meeting, forgiveness of C/O fees and potluck contribution. They shall be provided a distinctive temporary name badge with "Guest" or "Visitor" plainly visible.
- SEC 3 – Former members of the International Club who wish to visit a Chapter event for a few hours shall be welcome at the pleasure of the Chapter officers present at the event, their majority vote prevailing. If such visitor wishes to participate in general Chapter activities, they shall, being otherwise eligible, first be required to re-join the International Club.
- SEC 4 – Former members of the International Club, no longer eligible due to marriage who wish to visit a chapter event, not to exceed four days in duration, shall be welcome at the pleasure of the Chapter officers present at the event, the majority vote prevailing. They will be limited to three events per year, each event at different chapters.

ARTICLE IV – Guests and Visitors (continued)

- SEC 5 – Guests such as rangers, entertainers, local dignitaries, and similar, shall be welcome at the pleasure of the Chapter officers present, their majority vote prevailing.
- SEC 6 – Where an event is being sponsored by more than one chapter, any and all Chapter officers present shall be considered "Chapter officers present" for purpose of making decisions regarding guests and visitors.

ARTICLE V – Officers

- SEC 1 – The elected officers of this Chapter shall be, at a minimum, President, Vice-president, Secretary and Treasurer. Other officers of this chapter shall be listed in the Standing Rules. They will be elected or appointed as per the Standing Rules.
- SEC 2 – The term of each shall be for one calendar year beginning the first of January.

ARTICLE VI – Duties of Officers

- SEC 1 – President
- a. Schedule, announce, and preside at meeting of the Chapter
 - b. Supervise all chapter activities
 - c. Enforce By-laws and Standing Rules

- d. Appoint a parliamentarian and committee chairmen as needed to manage Chapter activities.
- e. Have elected or appointed a Chapter newsletter editor and contact person as per standing rules.

SEC 2 – Vice-president

- a. In the absence of the President, shall perform the duties of the President.

SEC 3 – Secretary

- a. Record minutes of General and Officer meetings
- b. Handle all Chapter correspondence.
- c. Maintain a Chapter roster of members in good standing.
- d. Maintain an updated copy of the By-laws and Standing rules.
- e. Furnish a copy of Chapter By-laws, Standing Rules, Code of Ethics, and Membership Roster to all new members.

SEC 4 – Treasurer

- a. Receive member dues and all other Chapter income and issue receipts for same.
- b. Keep a written account of all money received, paid out and on hand.
- c. Hold or deposit money in the manner prescribed in the Standing Rules, or as authorized in the Written minutes of the Chapter officers
- d. Pay only, and timely, the financial obligations as authorized in the Standing Rules, or as Authorized in the written minutes of meetings of the Chapter officers.

ARTICLE VI – Duties of Officers (continued)

- e. Prepare and read a written financial report at each meeting of the Chapter officers, and each General Membership meeting.
- f. When unable to attend a meeting, will provide a written financial report for the Chapter President, or the ranking officer who will be present.
- g. Present all financial records to the Chapter President annually on a date prescribed in the Standing rules, and at end of term.

SEC 5 – Editor

The Chapter Newsletter (N/L) Editor shall compose, have printed and mail one N/L to each chapter member in good standing. Frequency and composition shall be as per the Standing Rules. Each shall Include, but not be limited to, a list of Chapter Officers with addresses and phone numbers, the amount of annual dues, and a listing of upcoming Chapter sponsored events.

SEC 6 – Contact Person

The Chapter contact person shall, in general, be concerned with new member recruitment, re-activating members who have been dropped, follow up on inquiry and hospitality. A report of contact happenings shall be presented at each General Membership meeting & Officers meeting.

ARTICLE VII - Officer Precedence

For the purpose of holding meetings only, either Officer or General Membership, the precedence for the chair Shall be the four given in Article VI. Any Vice(s) or Assistant(s), et al., or appointed, and recorded in prior Minutes, shall fall in order after their namesakes.

ARTICLE VIII – Nominating Committee and Elections

SEC 1 – Each year, a Nominating Committee shall be appointed by the President at least one regular meeting prior to

election of officers. At that time, this committee shall present one or more nominations for each office, all nominees having consented to serve if elected. Additional names of nominees will be accepted from the floor at this time providing the nominees consent. If there is more than one nominee for an office, election to that office shall be by written ballot and the sixty day rule shall apply.

SEC 2 – If, by the time set for close of nominations, there be only one for an office, then election to that office shall be self evident and no further election procedure shall ensue.

SEC 3 – Nominees receiving the most number of votes shall be considered elected.

ARTICLE VIII – Nominating and Elections (continued)

SEC 4 – If there should be a tie vote for an office, the members present on the date set for election shall decide by hand vote.

SEC 5 – All officers shall hold office for one calendar year or until their successors are elected, and shall not serve more than two consecutive terms in the same office.

SEC 6 – Vacancies in offices shall be filled in the following manner. The remaining chapter officers shall act as the nominating committee and shall report at the next general membership meeting. Nominations may then be made from the floor and the chapter shall elect in the manner prescribed in Section 1 above.

SEC 7 – Elections will be finalized during a general membership meeting. The month in which that meeting will take place will be as per the standing rules. The date and time of that meeting will be announced in not less than two (2) prior chapter newsletters, or in written notice to all chapter members, dated not less than sixty (60) days prior to such meeting.

SEC 8 – Members who hold office in another singles RV club shall not be eligible to hold elective office in this chapter.

ARTICLE IX – Meetings

SEC 1 – This chapter shall hold only two types of regular meetings: general membership and officer.

SEC 2 – Only the Chapter President, or acting, may call, chair or cancel a meeting.

SEC 3 – The call for, and holding of chapter meetings will be prescribed in the Standing Rules. Dates and times will coincide with chapter events and will be as specific as reasonable.

SEC 4 – The minutes of any meeting held by this chapter shall be put in writing and be made available to any member in good standing. The times and dates of such availability will be prescribed in the Standing Rules.

SEC 5 – The fact that a meeting was held will be recorded in the next chapter newsletter. SEC 6 – Only officers, as defined in the Standing Rules, may attend officer meetings. This rule shall not preclude officers consulting with others of their choice from time to time.

SEC 7 – Officer meetings will not be valid/official unless a majority are present. For this purpose, more than one half will constitute a majority.

SEC 8 – No minimum attendance shall be required to call or make valid a general membership meeting.

SEC 9 – Emergency meetings may be called only if all the following conditions are met: a.

Life or property threatening circumstances exist.

b. Not less than seventy-two hours notice has been given.

c. The purpose of the meeting is precisely given in the notice.

d. No business may be conducted other than that given in the notice.

SEC 10 – No meetings will be held outside the Chapter's normal area of activity.

ARTICLE X – Voting and Motions

SEC 1 – Only members in good standing may vote issues brought before this Chapter.

SEC 2 – Only members in good standing may offer motions.

SEC 3 – Officers of this Chapter will not offer motions during general membership meetings. They may entertain, but not sponsor motions.

ARTICLE X – Voting and Motions (continued)

SEC 4 – Issues, other than major ones, may be decided by voice or hand vote, or polling during a general Membership meeting.

SEC 5 – Major issues placed into motion shall be read aloud by the sponsor from written text. That written text will then be handed to the Secretary, who will also read aloud the motion from the same text. SEC 6 –

Amendments to motions will not be permitted. Motions will either be voted or withdrawn, only. SEC 7 – Officers may decide only issues over which they have been given authority by the members, these by-laws or the Standing Rules.

SEC 8 – Major issues are those described in Article XV of these By-laws. They will be decided by written ballot only.

SEC 9 – Only officers who have been elected by the members of this Chapter shall have a vote during officer Meetings.

SEC 10 – All members in good standing will be given an opportunity to vote major issues.

SEC 11 – To decide a major issue, not less than half the members in good standing must vote. This means – by written ballot.

SEC 12 – To pass a major issue, more than half of the ballots received must be in favor.

SEC 13 – Voting by proxy, on any issue, will not be allowed. This rule shall not be construed to mean that voting by mail is prohibited.

SEC 14 – Time allowed for return of a written ballot will not exceed 60 days from the date of postmark, or the date personally delivered to the member.

SEC 15 – Each ballot will contain the last date due to be in the hands of the Chapter secretary, or person(s) named in The ballot.

ARTICLE XI – Outside Solicitation

There shall be no solicitation at any Chapter's meetings or activities for membership in any outside

organization. **ARTICLE XII – Standing Rules**

SEC 1 – Standing Rules cover activities of this Chapter not specified in the By-laws and shall be adjunct

thereto. SEC 2 – This Chapter shall have the power to make, alter, amend or repeal Standing Rules. Such action will be a major issue and will be voted in accordance with other provisions of these By-laws.

ARTICLE XIII – Code of Ethics

A Code of Ethics for this Chapter will be those described in the Loners on Wheels annual Membership Directory. They may be supplemented by the Chapter.

ARTICLE XIV – Amendments

SEC 1 – Chapters may recommend changes to these By-laws. Such recommendations shall be in writing over the Chapter President and Secretary's signatures, delivered to the secretary of Loners on Wheels.

SEC 2 – Voting on Standing Rules shall be section by section, one vote per member being allowed each section Individually.

ARTICLE XV – Definitions

SEC 1 – Major issues shall be, but not limited to, the following:

- a. Election of officers.
- b. Adoption or deletion of Standing Rules.

- c. Selling or trading of the Chapter's titled property.
- d. Spending or disbursement of one third or more of the chapter's cash or cash equivalent(s).
- e. Change in the Chapter's name.
- f. Dissolution.

SEC 2 – Club = Loners on Wheels, Inc.

SEC 3 – Business Office = 1795 O'Kelley Rd SE Deming NM 88030 New members dues, renewals, change of address, information for the International Club newsletter.

SEC 4 – International Headquarters = LoW Hi RV Ranch, Deming NM. Camping, Rallies, Archives. SEC 5 – Chapter = A sub-unit of Loners on Wheels, Inc, comprised of members of Loners on Wheels, Inc, and having been issued a charter.

SEC 6 – Event = Camp-out, camp-in, Rally, or any event announced in the newsletter, unless the printed announcement contains explicit disassociation.

SEC 7 – Officer = Member of this Chapter who has been elected as outlined in these By-laws and the Standing Rules.

SEC 8 – Good Standing = Member of Loners on Wheels, Inc., and of this Chapter.

SEC 9 – Emergency = Life threatening.

SEC 10 – Majority = More than one half.

ARTICLE XVI – 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 such 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 XVII – Dissolution

In the event of the dissolution of this Chapter, all obligations will be paid and any remaining assets will be disbursed as agreed to by the remaining members.