

Bylaws

Bounders United, Inc.

Article I. Organization

Bounders United, Inc., hereinafter referred to as Bounders United, is a democratic, self-governed organization as established by the Articles of Incorporation, Constitution and Bylaws. The Governing Authority is an Executive Board guided by a Board of Directors. The membership expresses advice and consent through Chapter elected National Directors, who in turn are members of the Board of Directors. These documents establish the organization and define its aims, functions and management.

Article II. General Provisions

1. Aims:

- a. To preserve and perpetuate the ideals and spirit of friendly and wholesome fellowship that was begun by our Founders.
- b. To promote camaraderie and cooperation among all Bounders United members, to provide group representation and to support the interests of Bounder owners
- c. To help and encourage the formation of Bounders United Chapters, enabling members to camp together regularly at convenient settings and discuss matters of mutual interest regarding travel, camping and their Bounder.
- d. To stimulate meetings and rallies that will most effectively provide a forum for the exchange of information, making new friends and visiting with old friends, experiencing the joys of belonging to a common interest group and for friendly participation in organized events.
- e. To provide a friendly haven for Bounders United members that are traveling, camping or visiting areas away from their normal surroundings.
- f. To provide a regularly distributed publication as a source of and means to disseminate information of interest to Bounder owners.
- g. To demonstrate a uniformly high standard of conduct and enjoyment, to create a favorable image and encourage other Bounder owners to become members.
- h. To fulfill these aims, the requirements to host a rally shall be stated in a Standing Rule. A Chapter, Regional or National rally can be one of the greatest enjoyments of membership in Bounders United and the source of much self-satisfaction for its sponsors.

2. Logo:

- a. The bounding kangaroo is a registered trademark of Fleetwood Enterprises, Inc. and its use has been authorized for Bounders United.
- b. The official Bounders United logo is a bounding kangaroo above the words "Bounders United, Inc." in a shaded open (white) font. Below and to the right, in small, black, lowercase letters are the words, "...and they lived happily ever after" (in quotes).
- c. Any design using the logo shall be submitted to and approved by the Board of Directors.
- d. If considered necessary and appropriate the Executive Board may establish a "use" fee.
- e. No exclusive franchises shall be awarded, and no favoritism shall be shown.
- f. Bounders United will not be a party to any disputes between different vendors of logo items

3. Geographical Regions: The four major geographical regions are:

- a. the Eastern Region encompasses the States of OH, KY, AL, ME, NH, VT, MA, RI, CT, NY, PA, MD, NJ, WV, VA, DE, NC, SC, GA, FL, TN and the Canadian Provinces of Eastern Ontario, Quebec, New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland.

- b. the Central Region encompasses the States of IN, MI, MS, IL, WI, LA, AR, MO, IA, MN, TX, OK, KS, NE, SD, ND, NM, CO, WY, Eastern Montana, the most westerly counties of Blaine, Fergus, Wheatland, Sweet Grass and Park and the Canadian Provinces of Saskatchewan, Manitoba, and Western Ontario.
- c. the Western Region encompasses the States of WA, OR, CA, ID, NV, UT, AZ, AK HI, and western Montana counties of Hill, Chouteau, Judith Basin, Meagher and Gallatin and the Canadian Provinces of Yukon Territory, Northwest Territory, British Columbia and Alberta.
- d. The Special Interest Region encompasses the following chapters: F-Troop, Buttn's, Ramblin' Roos and Red Hat Roos.

4. Alcoholic Beverages:

- a. The manufacturing, selling, or furnishing of any alcoholic beverages, by any person or organization acting in an official capacity as an agent of Bounders United is prohibited.
- b. This rule does not affect an individual member's right to bring their own alcoholic beverages to a rally, campout or meeting and share them with their fellow Bounders United members, as long as such sharing does not include either the selling of, or the furnishing of (with some type of payment) the alcoholic beverage in question.
- c. Bounders United members or guests of Bounders United members shall hold neither Bounders United nor its officers liable for bodily injury or property damage arising from or in connection with the consumption of alcoholic beverages.
- d. These restrictions are based on an endorsement to our present insurance policy with regard to prohibition of the sale, distribution, serving or furnishing of alcoholic beverages. Each member has a responsibility to abide by these provisions of Bounders United insurance coverage.

5. Insurance. Bounders United shall not pay for a binder/certificate for any chapter outing that creates a cost. The chapter must provide that expense. These restrictions are based on an endorsement to the present insurance policy with regard to prohibition of the sale, distribution, serving or furnishing of alcoholic beverages. Each member has a responsibility to abide by these provisions of Bounders United insurance coverage.

6. Bounder Sounder. A monthly publication, titled Bounder Sounder will be published and distributed to each member of Bounders United. This publication is to disseminate information of interest to the membership.

7. Dedication. The officers and members of Bounders United shall strive to do anything and everything reasonable and lawful for the furtherance of the aims and overall achievement of the organization.

8. Conflicts. The rights, responsibilities and limitations specified herein do not supersede the Constitution. The Constitution is the ultimate written authority. Any conflicts that exist between Bounder United directives shall be resolved in favor of the Constitution, Bylaws and other regulations, in that hierarchical order.

Article III. Membership

1. Definitions of Membership:

- a. Charter Membership. A family member who joined Bounders United between September 1, 1987 and September 1, 1988. They will be accorded all the rights and privileges of family members.
- b. Family Membership. As defined in the Constitution. A family member must own a Bounder. They must have voluntarily applied for membership in BU, paid the initiation fee, been assigned a BU number, and paid their dues for the current year.
- c. Commercial Membership. As defined in the Constitution, a commercial member may be a distributor, dealer, agent, service center, campground or similar organization. They must have paid their dues for the current year. A Commercial member does not have to own a Bounder.

- d. Retired Membership. A family member, who no longer owns a recreational vehicle of any kind, has belonged to Bounders United and wishes to remain a member. Retired members shall continue to pay the same dues as other family members and will retain their Bounders United number followed by an “R” to signify their status. They will also receive the Bounder Sounder. Retired members are not eligible to vote or hold office but may belong to and attend Chapter functions.
- 2. Membership in Good Standing** is the essence of membership in Bounders United. It applies to all members and includes:
- a. Ownership of a Bounder (except Retired and Commercial members)
 - b. Payment of dues, fees, and other financial obligations on time without undue reminders.
 - c. Demeanor that is in keeping with the stated purpose and aims of Bounders United as stated in the Constitution and herein
 - d. Promptly notifying the National and Chapter Secretaries of changes to name, address and phone number
 - e. All persons or entities that are not under consideration for disciplinary action, censure or expulsion from Bounders United
- 3. Membership Rights, Responsibilities and Limitations.**
- a. Nondiscrimination. Admission to membership in Bounders United, or any of its Chapters shall not be denied because of sex, race, religion, age or nationality.
 - b. Voting.
 - (1) All family members in good standing, and those afforded rights and privileges of family members in good standing, have the right to vote or hold office at the National or Chapter level.
 - (2) Family members exercise their rights to vote on national matters through their National Director
 - c. Survivorship. If all conditions of membership in good standing are met, a surviving spouse or any afforded family member status prior to survivorship retains the same membership as previously enjoyed.
 - d. Membership is a privilege and is not subject to sale, transfer, assignment or inheritance.
 - e. All members have the right to attend any meeting and give verbal, or provide written, comment to item(s) of the agenda. Proceedings shall be in accordance with Robert’s Rules of Order, as may be modified by the Chairperson.
 - f. All members have the right to present proposals to the governing authority, as defined in these Bylaws.
 - g. All members shall receive a subscription to the Bounders Sounder.
 - h. All members have such rights and privileges as specified herein.
- 4. Eligibility for Family Membership.**
Bounder ownership is a requirement for “family” membership. Disposition of a member’s Bounder automatically terminates membership at the time of sale or transfer, unless the member concurrently procures a replacement Bounder.
- 5. Application Process.**
- a. Application for membership is voluntary.
 - b. An applicant for membership shall complete a Bounders United application form, as published in the Bounder Sounder and mail it to the address indicated on the form along with their initiation fee and first year’s dues.
 - c. On the application, the prospective member shall certify (by signing the application form) their present ownership of a Bounder and agreement to accept and abide by the Bounders United Constitution and Bylaws.
 - d. If the applicant meets the eligibility requirements, the National Treasurer shall grant membership, assign a Bounders United member number and forward a membership kit to the new member.
 - e. Membership shall endure as long as eligibility criteria are met and the member remains in “good standing”.

6. Membership Fees and Dues:

- a. Annual Dues: The annual dues for each class of membership shall be determined by the Board of Directors and printed on the membership application form.
- b. Annual dues, in U.S. dollars for each type of membership, are as follows:

Mailed Sounder Sounder: 1 year - \$25.00, 2 years - \$45.00, 3 years - \$65.00
Online Bounder Sounder 1 year - \$15.00, 2 years - \$25.00, 3 years - \$35.00

- c. No additional assessment shall be made of a member of Bounders United
- d. Members must pay dues for the current membership year
- e. Delinquencies: Any member whose dues remain unpaid for more than two (2) months after becoming due shall be considered delinquent and subject to forfeiture of membership in Bounders United. Members who have forfeited membership in Bounders United are not eligible to become or remain a Chapter member or enjoy any of the rights afforded a member.
- f. Reinstatements: Any former member of Bounders United who resigned while a member in good standing may be received again into membership with their original Bounders United number, if requested, upon application and payment of only the current years dues.
- g. No member shall be entitled to any refund of initiation fees. A member who resigns may receive a refund of a full years advance paid dues, if requested. Refunds of less than one full year will not be made.

7. General Membership Meetings.

- a. The General Membership as used herein shall include all members in good standing.
- b. Notice of the annual General Membership meeting, including an agenda, shall be published in the Bounder Sounder at least two (2) months prior to the meeting. All BU National Rallies shall include a General Membership meeting.
- c. A quorum for the annual General Membership meeting shall be all members of the Board of Directors attending.
- d. The President shall set the agenda for meetings of the General Membership.
- e. The proceedings shall be in accordance with Robert's Rules of Order, as may be modified by the President.
- f. Accurate minutes of the meeting shall be kept by the Bounders United Secretary or designated alternate. The minutes shall be signed by the Secretary and countersigned by the President to attest to their accuracy and completeness and retained by the Secretary. A summary of the meeting shall be published in the Bounder Sounder, and sent to members of the Board of Directors.

Article IV. Code of Ethics

- 1. **All members of Bounders United** have agreed to accept and abide by the Constitution and Bylaws as a condition of Membership. The Code of Ethics is, therefore, simply a restatement of the Aims found in Article I. In particular, it is those aims that pertain to a uniformly high standard of conduct, promotion of camaraderie, cooperation, preservation, and perpetuation of the ideals and spirit of friendly and wholesome fellowship.
- 2. **Violation or disregard of the Code** by any member constitutes cause for discipline or consideration for expulsion in accordance with these Bylaws.

Article V. Government

1. Authority and Composition:

- a. The Constitution and Bylaws shall be the top-level written authority for defining and establishing Bounders United, the organization, management and functions. Procedures for change are defined in each document.
- b. The governing authority of Bounders United is derived from its members and shall be vested in those officers who serve as the Board of Directors.
- c. The composition of the Board of Directors is defined in the Constitution and herein.

2. The Board of Directors:

- a. consists of the Executive Board and the National Directors (one National Director from each Chapter in good standing).
- b. shall be elected from the general membership in accordance with procedures specified herein.

3. Conduct of the Board of Directors.

- a. Members of the Board of Directors (Executive Board and one National Director from each Chapter in good standing) shall properly exercise the duties and responsibilities of their elected office.
- b. Members of the Board of Directors have the following principle obligations when serving the membership:
 - (1) To remember that they are to represent their constituencies at all times, but also to work in unison for the best interests of the entire BU membership.
 - (2) To understand that the basic function of the Board of Directors is that of policymaking, oversight, and enforcement as stated in Constitution Article III.3.a. The Executive Board, on the other hand, is charged in Constitution III.3.b. with day-to-day operations and decision-making that fulfill the principles established by the constitution and Bylaws and the Board of Directors.
 - (3) To insist that the transaction of Board business is conducted in an open, ethical, and above-board manner.
 - (4) To endeavor to arrive at decisions only after all facts bearing on a matter have been presented and freely discussed.
 - (5) To respect the opinions of others and adhere to the democratic principles herein established.
 - (6) To endeavor to fairly appraise the present and future needs of the membership.
 - (7) To recognize that a major responsibility of each Board member, as well as the Board itself, is to promote the purpose and aims of BU for all of its members.
 - (8) To keep in sight that the "Golden Rule" (i.e. "Do unto others as you would have them do unto you.") should be applied to all decisions.

4. Specific Duties of the Board of Directors.

- a. Develop general, overall policies for the business, financial and other affairs of BU.
- b. Ensure that the assets of BU are conserved and protected.

5. Meetings of the Board of Directors and Executive Board.

- a. The Executive Board and the Board of Directors shall normally convene during each National Rally.
- b. Special meetings of either the Executive Board or Board of Directors may be called as necessary by the President or by a majority decision of the respective Board.
- c. Special meeting of the Executive Board or Board of Directors shall convene no earlier than thirty (30) days or later than forty-five (45) days after issuance of written notice to each Board member.

6. Quorum

A quorum for all regular and special meeting of the Executive Board or Board of Directors shall consist of a majority of the members of the respective Board, present or not. In the event a quorum is not present, votes may be obtained by phone, e-mail, written proxy, or mail ballot.

7. Voting and Balloting Procedures.

- a. The following rules apply only to meetings of the Executive Board or Board of Directors and not to elections or making changes to the Constitution or Bylaws. Each of these activities has its own procedures, as specified in these bylaws.
- b. Voting.
 - (1) Each member of the Board of Directors or Executive Board, excepting the non-voting immediate Past President, shall be entitled to one (1) vote in all proceedings of the Board(s). However, the President shall not be entitled to vote, except to break a tie; in which case, he or she is entitled to one (1) vote to break the tie.
 - (2) Voting may be by mail ballot, voice vote (and only if followed up in writing), e-mail, rising vote, roll call or written proxy.
 - (3) Any resolution or act of the Executive Board or Board of Directors shall require the affirmative vote for adoption of at least a majority of the respective Board membership.
- c. Mail Balloting.
 - (1) When voting is by mail, or e-mail, the National Secretary shall prepare, sign and post the mail ballot or transmit an e-mail
 - (2) To permit adequate time for study of any proposed resolution, forty-five (45) days shall be allowed between the date of notification and date of voting
 - (3) The Secretary will tabulate and announce the results of the voting in the Bounder Sounder using the following format by regions. (Eastern, Central, Western and Special Interest.
 - a. Total Number of Chapters
 - b. Total Number for Adoption
 - c. Total Against Adoption
 - d. Total Number Abstaining

8. Minutes.

Minutes of both the Executive Board and Board of Directors meetings shall be recorded and authenticated by the recorder. Each Board member and each Chapter President shall receive a signed copy. This shall be done within thirty (30) days of the meeting.

9. Referenda.

In some circumstances, the Executive Board may wish to refer measures proposed or passed by them for a vote of the general membership for approval or rejection. The referenda balloting procedure shall be different from the voting procedures used for Board of Directors meetings, elections, or changes to the Constitution and By-Laws. Voting will be electronically and through the monthly publication by paper ballot with specific voting procedures to be established by the Executive Board at time of vote.

Article VI. Executive Officers

1. Executive Officers of Bounders United shall be a President, Executive Vice-President, Secretary, Treasurer, the Regional Vice-Presidents, Special Interest Vice President, and the Immediate Past President. These Executive Officers comprise the Executive Board.

2. Eligibility.

- a. Only one individual or person of a family membership of Bounders United is eligible for nomination and election to an executive office during the same term of office.

3. Terms of Office.

- a. The term of office is two years.

4. Election of Executive Officers

- a. There shall be four [4] Executive Officers elected each year.
- b. Election of Executive Officers shall be held during the 30 – 90 day period prior to the beginning of the next fiscal year.

- c. The President, Secretary, Western Regional Vice President and Special Interest Vice President shall be elected in the odd numbered calendar years and will assume office on the first day of the next even numbered fiscal year.
- d. The Executive Vice President, Treasurer, Eastern Regional and Central Regional Vice Presidents, shall be elected in the even numbered calendar years and will assume office on September 1 of the next odd numbered fiscal year.
- e. Assumption of Offices.
 - (1) All duties of the office will be assumed by the incoming officer(s) on the precise dates as specified above.
 - (2) All files and materials pertaining to the office will be turned over to the incoming officer(s) on that date or as soon as is practicable after that date.
 - (3) All outgoing officer shall assist in every way possible to ensure a rapid and smooth transition.

5. Ascendancy.

- a. When a vacancy occurs in the office of President, the Executive Vice-president shall succeed to the office of the President.
- b. When a vacancy occurs in the office of any other National Officer, the office will be filled, until the next appropriate election, by a member appointed by the President and confirmed by a majority vote of the members of the Executive Board.

6. Presiding.

- a. The President shall preside at all meetings of the General Membership, Board of Directors and Executive Board.
- b. In the absence of the President at any meeting, or in the event of the President's inability or refusal to preside, the Executive Vice-president shall fulfill the duties of the President, and when so acting, shall have the same authority as the President.
- c. If both the President and the Executive Vice-President are absent from a duly convened meeting, or in the event of the inability or refusal of either officer to preside, the members shall elect as a presiding officer one of the Vice-Presidents.
- d. If none of the above is present or willing to preside, the requirements for a quorum cannot be met and business cannot be conducted.

7. The President

- a. is the principal executive officer and shall exercise supervision and control of the affairs and business of Bounders United.
- b. shall, with the concurrence of the Executive Board, establish Committees and appoint from the membership, a Chairman and as many members as may be required for each committee and is an ex-officio member of all committees excepting the Nominating Committee. A Constitution and Bylaws committee and a Nominating committee shall be two of those established.
- c. shall be bonded as determined by the Board of Directors.

8. The Executive Vice-President shall assist the President and perform other duties assigned by the President and the Board of Directors.

9. The Secretary

- a. or designee, is responsible for the recording of complete and adequate minutes of all meetings of the General Membership, Board of Directors and Executive Board, and maintaining all organizational records as required by statutory duties of the office.
- b. shall issue membership cards to members on receipt of applications from the Treasurer; shall maintain the membership database and shall issue membership renewals as appropriate
- c. shall, receive proposals for changes to the Constitution and Bylaws, forward to the Constitution and Bylaws Committee for appropriate action,
- d. is responsible for publishing, mailing, receiving and recording the count of all ballots of the Board of Directors and the Executive Board and to publish the results by regions in the Bounder Sounder utilizing the format in Article V, Paragraph 7c(3).

- e. if unable to attend any meeting that requires his or her presence, an alternate, who is willing and able to attend, shall be appointed by the President.

10. The Treasurer

- a. is responsible for all financial records of Bounders United,
- b. receives all funds for Bounders United. All funds shall be immediately entered into the books of account and deposited to the credit of Bounders United in a bank or other depository as designated by the Board of Directors.
- c. shall prepare and submit, to the President, quarterly reports of accounts and statements.
- d. The Treasurer shall disburse funds as business may require, upon the order of the properly constituted officer or officers of Bounders United.
- e. if unable to attend any meeting that requires his or her presence, an alternate, who is willing and able to attend, shall be appointed.
- f. shall follow accepted accounting practices and procedures and shall develop and maintain accurate accounting books.
- g. shall be bonded as deemed appropriate by the Board of Directors.

11. The Immediate Past President shall provide such assistance as requested by the President.

12. Regional and Special Interest Vice-presidents

- a. There shall be a Regional Vice-president for each major geographical region of the contiguous United States and Canada and one for the Special Interest Groups with no geographical reference.
- b. shall chair the meetings of National Directors in their respective area.
- c. shall assist the President and perform other duties assigned by the President and the Board of Directors.
- d. shall represent the best interests of the members in their respective areas.
- e. shall be elected every two years, for a two-year term, by their respective National Directors

13. Area Representatives.

- a. Area Representatives shall be appointed as necessary by the Regional Vice-President and serve under the direction of the Regional Vice-president.
- b. The Area Representatives shall be appointed from the areas they represent when applicable. They shall nevertheless represent, to the best of their ability, the interest of the entire membership of Bounders United at all times.
- c. Area Representatives, being appointed, have no vote in any proceedings of Bounders United.

Article VII. Finances

- 1. Fiscal Year.** The fiscal year of Bounders United shall commence on the first day of September and end on the last day of August.
- 2. Deposit of Funds.** All funds and moneys received on behalf of Bounders United Inc., or in the name of Bounders United Inc., shall be immediately entered in the financial records and promptly deposited in the name of Bounders United Inc. in the depository approved by the Executive Board.
- 3. Expense Reimbursements.** Based on allocations and balances in the Bounders United approved annual budget covering the applicable period,
 - a. Members who perform administrative duties shall be entitled to reimbursement for typical office expenses to include long distance telephone charges, postal costs, stationery, computer printer ink, updating computer programs, etc.
 - b. Members who, on direction of the President, perform official Bounders United business, other than normal daily expenses, shall be entitled to reimbursement of expenses up to \$150.00 for each directed action, not to exceed \$300.00 in any fiscal year.

4. Disbursement of Funds.

- a. Funds of Bounders United shall be disbursed only for payment of budgeted Bounders United obligations authorized for Bounders United purposes.
- b. Disbursements of Bounders United funds shall be made only by check, indicating the purpose for which payment is made.
- c. Checks must be signed by the President or Treasurer of Bounders United.
- d. The Treasurer, President, and appointed National Rally Master may write checks from the National Rally checking account. The National Rally Master will, each quarter, send a report to the National Treasurer.
- e. Any Bounders United funds *budgeted and* approved for special programs shall be by check and only for amounts and conditions approved by the Executive Board.
- f. All expenses submitted to the Treasure for reimbursement shall be supported by receipts or other objective evidence,
- g. Expenses shall be presented for reimbursement at least every 90 days with the final reimbursement request presented no later than 30 days after the end of the fiscal year. This final request for reimbursement shall consist of no more than 30 days of expenses
- h. If and when Bounders United is discontinued the remaining funds shall be equally divided and returned to all active memberships.

5. Budget and Procedures.

- a. The President and the Treasurer shall develop a budget to be approved by the Executive Board, the Board of Directors and presented to the Membership at the annual General Membership meeting
- b. The approved budget shall be published in the official Bounders United publication.

6. Audits

- a. The President, with the approval of the Executive Board, shall appoint three (3) members of the Board of Directors to serve as a committee to perform an annual audit.
- b. The Committee shall report their findings to the President and Board of Directors,
- c. The Internal Audit Committee report shall reflect that
 - (1) all funds are balanced and so recorded on a regular basis by the responsible parties,
 - (2) funds maintained in bank accounts are balanced for the respective fiscal year end,
 - (3) checks, by number, were randomly selected and that the purpose noted on the records, amount and payee agree,
 - (4) the amount paid agrees with the amount on the receipt/invoice and that the payee should agree with the endorsement on the check/s.
- d. If an irregularity is noted or the audit committee does not understand something, a question should be addressed to the responsible party. If the response is not satisfactory, the Audit Committee should submit a written request to the President requesting a written response from the responsible party that is satisfactory to the audit committee and the President.
- e. The Executive Board shall take appropriate action on all discrepancies noted on the final committee report.
- f. The President shall advise the National Directors of the final report of the Audit Committee and the actions taken by the Executive Board.

Article VIII. Nominating Committee

1. Composition.

- a. A Nominating Committee shall be appointed every second year by the President, with the concurrence of the Executive Board.
- b. The Nominating Committee shall consist of two (2) members each from each geographical region, one from the Special Interest Group and one member at large.
- c. The President shall appoint, from the Nominating Committee members, a chairperson to preside.

2. Eligibility.

- a. All family members are eligible to serve on the Nominating Committee.

- b. Membership on this committee does not preclude such people from eligibility for nomination and election as an Executive Officer.
3. **Date of Election.** The date of election shall be 30 [thirty] days prior to the beginning of the next fiscal year. National Directors shall have forwarded their votes as of that date.
4. **The Nominating Committee shall**
- a. recruit or select from applicants a slate of candidates to fill vacancies for the applicable Executive Offices based on the numbered fiscal year in which the elected officers are to take office,
 - b. make every effort to recommend multiple candidates for each appropriate office.
 - c. not less than 90 [ninety] days prior to the date of the election, submit the resumes of the candidates to the Editor of the *Bounder Sounder* for publication in the *Bounder Sounder*. The Nominating Committee's slate shall be published in the official Bounders United publication at least two (2) months prior to the date of the election
 - d. not less than 60 [sixty] days prior to the date of the election, place the appropriate ballots in the *Bounder Sounder* and include directions for using electronic voting by the membership. Specifics for electronic voting with necessary safeguards will be determined by the Executive Board.
 - e. conduct the election process for all National Officer positions. This includes the following duties:
 - (1) Prepare the ballots and directions for electronic voting to be published in the *Bounder Sounder*.
 - (2) Receive and count the ballots and tabulate the electronic votes.
 - (3) Verify that the ballots and electronic vote are authentic.
 - (4) Inform the President, Secretary and the editor of the *Bounder Sounder* of the results of the election.
 - (5) Forward the ballots to the Secretary for safekeeping.
5. **Requirements and Obligations of Nominees.**
- a. Each candidate for any elective office shall be acquainted with the qualifications and duties of the office under consideration.
 - b. Each candidate who accepts nomination for elective office shall promise that he or she, if elected, will perform the duties and accept the responsibilities of the office to the best of his or her ability.
 - c. Eligible candidates are encouraged to declare their intent to run for office and should submit a resume to the Nominating Committee as soon as possible.
6. **Voting privileges:**
- a. All memberships may vote for candidates to the offices of President, Executive Vice President, Secretary and Treasurer.
 - b. Regional and Special Interest Vice Presidents shall be elected by their respective memberships.

Article IX. Chapters

1. **Formation of Chapters.** Pursuant to the stated purposes of Bounders United, members are encouraged to join in groups of mutual interest and form authorized Chapters in accordance with the following guidelines.
- a. Any group of five (5) or more regular members may petition Bounders United for a Charter.
 - b. Membership in Bounders United shall be a prerequisite for membership in a Chapter. However, an application for membership in Bounders United, along with the initiation fee and first year's dues, may be accepted in lieu of current membership in Bounders United.
 - c. A Bounders United member may belong to multiple Chapters.
 - d. A person may *not* hold office in more than one Chapter.
 - e. No person may continue as a member of a Chapter after forfeiting his or her good standing in Bounders United.
 - f. A Chapter may limit the number of members who may belong to that Chapter. This limiting number shall be determined by a majority vote of the Chapter's entire membership.
 - g. A Special Interest Chapter may limit their membership to Bounders United members who share the same special interest.

2. Application for Chapter Charter.

- a. The petition applying for recognition as a Chapter of Bounders United with the requisite number of valid signatures shall be submitted to the National Secretary, who will conduct a vote by the Executive Board for the Issuance of a charter.
- b. The Petition for a Chapter Charter shall be accompanied by the following:
 - (1) Name for the proposed Chapter.
 - (2) A printed or typed list of names, addresses, phone numbers, and Bounders United numbers of members applying to be granted a charter as a Chapter.
 - (3) A list of the officers.
 - (4) A copy of the Chapter Bylaws. The Bylaws must provide for:
 - (a) Name of The Chapter.
 - (b) The election of President, Vice-President, Secretary and Treasurer and the election/selection of a National Director.
 - (c) Term of Office.
 - (d) Fiscal year and handling of finances.
 - (e) Dues
 - (f) Meeting frequency. A minimum of one meeting annually.
 - (g) Voting and definition of a quorum.
 - (h) Bylaws amending procedure.
 - (i) Procedure to dissolve the Chapter.

3. Requirements for Chapters.

- a. Each Chapter must maintain a minimum of Five (5) members. A Chapter that fails to maintain five (5) members or meet other qualifying requirements relating to Chapters shall revert to inactive Chapter status and the Chapter shall not have a vote on the Board of Directors.
- b. An inactive Chapter may return to regular status after it has regained the required number of members and has provided the National Secretary a current Chapter membership list.

4. National Director.

- a. Each Chapter shall elect a member as National Director to serve as the Chapter's delegate on the National Board of Directors.
- b. This position is not a Chapter Officer, although a Chapter Officer may be concurrently elected as a National Director.
- c. The National Director shall be a member in good standing of the Chapter they represent and shall be nominated and elected by ballot according to the procedures specified in the Chapter Bylaws.
- d. Each National Director has one vote on the Board of Directors.
- e. An alternate National Director may be appointed or elected to act for the National Director, if required. Such alternate must be sanctioned in writing to the National Secretary...
- f. National Director Duties.
 - (1) The National Director shall be a person who is the contact between the Chapter and Executive Board.
 - (2) The National Director must ensure that the Constitution, By-Laws and Standing Rules are followed by the Chapter.
 - (3) Each active Chapter shall be represented at the national level by a National Director who shall be solely responsible for registering their Chapter's views on all matters under consideration.
 - (4) If the Chapter is experiencing problems of any kind and the National Director needs some assistance, he/she should contact the Regional or Special Interest Vice President for his/her region.
 - (5) The National Director will be responsible to his/her respective Regional Vice-President.
 - (6) As a member of the Board of Directors, National Directors assist in creating by-laws, review operations, establishes policies, maintains ethics, assures fiscal responsibility and represents the membership.

5. Chapter Administration.

- a. Each Chapter is required to formulate and adopt its own Bylaws. These must not conflict with the Bylaws of Bounders United.
- b. Chapter officers' duties shall correspond to those of Executive Officers.
- c. The Bounders United limits on terms of office shall not apply to local chapter officers.
- d. A newly formed Chapter will receive a camping gift at a cost of up to \$50.00 and a Bounders United Logo Flag.
- e. Each Chapter must submit a complete membership roster, identifying Chapter Officers and National Director, to the Secretary at the start of each fiscal year.

Article X. Enforcement of Constitution, Bylaws, and Code of Ethics

1. Discipline.

The Board of Directors may take disciplinary action against members who have violated the Constitution or Bylaws, have acted contrary to the Code of Ethics, or have disregarded responsibilities and duties outlined therein.

2. General Jurisdiction.

In accordance with the Constitution, the Board of Directors may suspend or revoke the Charter of a Chapter found to be violating the provisions of the Constitution or Bylaws.

3. Petitions for Discipline, Expulsion, or Recall.

- a. Any group of regular members of Bounders United may petition the Executive Board for the discipline of a member of Bounders United. The petition must be in writing and signed by all those seeking such action.
- b. The petition shall clearly state the grounds upon which action is sought together with the evidence upon which it is based.
- c. Such petitions are to be submitted to the President and the National Secretary and clearly state the grounds upon which action is sought, together with the evidence upon which it is based.
- d. Subsequent processing shall be described in a Standing Rule.

Article XI. Miscellaneous Requirements

1. Responsibility.

- a. Bounders United will not be held responsible for personal statements, opinions, or representations advanced in papers, Chapter newsletters, discussions at any meetings, or for the validity of statements contained in any advertisement printed in any Bounders United publication.
- b. Matters relating to partisan politics shall not be discussed at any Bounders United meeting or be included in any Bounders United publications.

2. Custody of Records.

- a. All administrative records of Bounders United are the property of Bounders United and shall be in the custody of the National Secretary.
- b. All financial records of Bounders United are the property of Bounders United and shall be in the custody of the National Treasurer

Article XII. Standing Rules

- 1. Definition:** From Robert's Rules of Order Newly Revised, 9th Edition. Edited by Henry M. Robert, et al. Scott, Foresman Division of Harper Collins Publishers, 1990, "Standing Rules are rules (1) which are related to the details of the administration of a society rather than to parliamentary procedure, and (2) which can be adopted or changed upon the same conditions as any ordinary act of the society."

2. Submitting Proposed Changes.

- a. Any member of Bounders United, or of the Executive Board, or of the Board of Directors, or its Constitution and Bylaws Committee, may propose changes in the Standing Rules and submit the same for consideration by the Executive Board.
- b. Proposals from members shall be in writing and shall clearly state the proposed change(s). They shall be mailed to the Secretary with a copy mailed to the President.

3. Preliminary Consideration.

- a. Each proposal for a Standing Rule change shall be referred to the Secretary for duplication and distribution to the members of the Executive Board for a vote...
- b. All proposed changes, additions, amendments or revisions to the Standing Rules shall be voted on by mail ballot as set forth in Article V, paragraph 7, sub-paragraph. c, herein.

4. Requirements for Adoption.

- a. A majority affirmative vote of the Executive Board is required to adopt, change, amend, revise or repeal the Standing Rules.
- b. The Constitution and Bylaws Committee shall ensure no Standing Rules are in conflict with the Constitution and Bylaws.
- c. Upon their adoption, they shall be published in the next issue of the Bounders Sounder.

5. Cancellation.

If a Standing Rule has served its purpose or has been superseded by a change to the Constitution or Bylaws it shall be canceled by the Executive Board.

Article XIII. Amending the Bylaws

1. Constitution and Bylaws Committee.

- a. A Constitution and Bylaws Committee shall be appointed by the President, with the concurrence of the Executive Board.
- b. The Constitution and Bylaws Committee shall consist of two (2) members from each Geographical Region and one from the Special Interest Group and one member at large.
- c. The President shall appoint a chairperson from the Committee members to preside over the Constitution and Bylaws Committee.

2. Eligibility.

All family members are eligible to serve on the Constitution and Bylaws Committee.

3. Responsibilities:

The Constitution and Bylaws Committee shall ensure these Bylaws and Standing Rules do not in conflict with the Constitution and accurately reflect the desires of the membership

4. Amending these Bylaws.

- a. Any member of Bounders United, or the Executive Board, or its Constitution and By-Laws Committee may propose a change or changes to the By-Laws and submit same for ultimate consideration by the membership.
- b. Proposals shall be in writing and shall clearly state the proposed change(s). They shall be mailed to the Constitution and Bylaws Committee with a copy mailed to the President and the Secretary.

5. Preliminary Consideration and Submission to the Membership

The text of the proposed amendment, along with the recommendation of the Executive Board and Constitution and Bylaws Committee, shall be published in the *Bounder Sounder* with an informational copy to members of the Executive Board.

6. Approval Process

- a. Each membership shall vote electronically or return the ballot to the Constitution and By-Laws Committee within sixty (60) days of the publication in the *Bounder Sounder* of said proposal. The voting membership shall include membership number and name for verification purposes.
- b. An affirmative vote of at least a majority plus one, of those voting, shall be required to amend the Bylaws.
- c.. Within seventy (70) days from date of publication in the *Bounder Sounder*, the votes shall be validated and counted by the Constitution and By-Laws Committee and the results announced to the Executive Board and Editor of the *Bounder Sounder* for publication in the next issued of the *Bounder Sounder*.
- d. Changes, additions, amendments, or revisions to the Bylaws shall be effective immediately after their adoption by membership.

7. Special Actions.

The Constitution and Bylaws Committee may make minor corrections for the sole purpose of eliminating or correcting clerical or typographical errors.

ARTICLE XIV. Effective Date

These Bylaws are effective August 1, 2011 having been adopted by the membership in accordance with Article XI. These Bylaws supersede all previous versions.