

**MINUTES of the**  
**WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.**  
**INTERNATIONAL BOARD OF TRUSTEES MEETING**  
**OREGON STATE FAIR AND EXPOSITION CENTER**  
**SALEM, OREGON**  
**June 22, 2018**

The regular meeting of the Wally Byam Caravan Club International, Inc. (WBCCI) Board of Trustees (IBT) was called to order by International President Jim Cocke on Friday, June 22, 2018, at 8:30 A.M. at the Oregon State Fair and Exposition Center in Salem, Oregon. A live streaming of audio of this meeting was authorized on WBCCI.org. A statement by President Cocke concerning the restrictions on re-broadcasting of the streamed audio followed.

Region 3 President John Frerking offered an invocation.

The Pledge of Allegiance was led by International 1st Vice President Barry Bell.

The proposed rules for this IBT were presented by President Jim Cocke; there being no objections, these were the rules for this meeting.

Barb Selking, International Recording Secretary, called the roll call.

International President Jim Cocke – present

International 1<sup>st</sup> Vice President Barry Bell– present

International 2<sup>nd</sup> Vice President Mona Heath – present

International 3<sup>rd</sup> Vice President Andrew Selking – present

International Recording Secretary Barb Selking – present

International Treasurer Bill Johnjullo - present

Immediate Past President Richard Girard – present

Region 1 President Tyrone Mott – present

Region 2 President Mark Hammer – present

Region 3 President John Frerking – present

Region 4 President Don Hetzler – present

Region 5 President Arthur Martin – absent

Region 6 President Ken Ritenour – present

Region 7 President Pete Yanke – present

Region 8 President Beth McCall– absent

Region 9 President Grady Ferry– present

Region 10 President Terri Warren – present

Region 11 President Patti Reed – present

Region 12 President Jim Polk – present

Parliamentarian (non-voting) Joanne Miller – present

Trustee (non-voting) Justin Humphreys– absent

Corporate Manager (non-voting) Lori Plummer – present

In accordance with Constitution, Article IX (9), Board of Trustees, Sec. 1 which states in part, “In the event the Region President is unable to be present at a meeting of the Board of Trustees, the next ranking Region Vice President ... shall sit with the Board at that meeting as a voting member representing that Region in all matters coming before the Board.” Region 8’s President was absent. Region 8’s 1<sup>st</sup> Vice President Dwight Olson was also absent. Region 8’s 2<sup>nd</sup> Vice President Mike Sisk was present and was seated to represent Region 8 for this Board Meeting.

A quorum was present.

### **APPROVAL OF THE AGENDA:**

The proposed agenda, as distributed, was accepted without objection.

### **MINUTES:**

The reading of the Minutes of the January 11, 2018, IBT Meeting was dispensed with and the Minutes were approved without objection as distributed.

### **PRESIDENT'S REPORT:**

President Cocke thanked all of the members. This has been a great year for WBCCI. One of the goals was to promote thinking and acting like a member service organization. We have increased membership to over 7,300 members and the rate of new member sign-ups is over 35 members per week. This is a tribute to everyone of you and to our Membership Standing Committee Chair, Teresa Taylor, and her committee, to Mary Johnson, her capable webmaster, and Barb Langston, our member services staff member.

Special thanks was given by President Cocke to the rally organizers and sponsors who created national and special event rallies across the country and to Bill Price, our National and Special Event Committee Chair. There have been 8 new rallies added this year bringing the total of national and special event rallies to 16 this year. The added rallies are:

- Bend Classic Rally
- Texas Country Air
- Canopener
- New York City Base Camp
- Pets and Paws
- Airstreams on Mainstreet
- Columbus Day

- Athens Old Time Fiddlers Convention

President Cocke announced that part of the goals he had for the club this year were to increase the value of the club both to membership and to those thinking about joining. He thanked all those who participated in supporting our club's many caravans and the caravan leaders and Jay Thompson, the Caravan Standing Committee Chair. Jim stated that our club was founded in 1955 so we could go on caravans even when Wally Byam was off the continent leading his caravans. The Caravan Committee has done great work reviving and initiating 7 new caravans this year.

President Cocke thanked members who contributed articles, provided feedback and gave input on the club's magazine, The Blue Beret. You have worked very hard this year to promote the image, through our media, of one engaging club. You've improved the look and feel of the magazine and our club this year. Thank you, Hedda Smithson, Chair of the Publications Standing Committee, to your committee members, to staff member, Deb Sailor, and our corporate manager, Lori Plummer, for your dedicated and visionary work bringing our Blue Beret Magazine so much further forward.

Many thanks were also given to all who supported this rally with your attendance and work on committees. It makes it look easy when you have 500 volunteers helping. Thanks especially to Karen Fisher, our Rally Manager and the International Rally Committee for your dedicated work over the past year, planning and making the 61<sup>st</sup> International Rally happen. We have a very capable and talented corporate manager working full-time in Jackson Center with our three full time staff members. President Cocke said, "I have been very proud to work closely this past year with all three of them. She's a masterful project manager and she's done a terrific job pulling this off. I take full blame for any errors or omissions on this rally and Karen and the International Rally Committee deserve full credit for this wonderful event."

President Cocke stated that he was extremely proud to have overseen our club's growth and improvements over this past year. He thanked every single member and leader who had any part promoting the club and asked them to please not stop doing what you're doing, it looks great.

### **1<sup>st</sup> VP'S REPORT:**

"We did things in reverse this year - we went to Doswell before this rally. We had Larry Owens out there figuring out how to do this rally better. And next year's rally will be even better because he was with us in Doswell already. Things are progressing in Doswell very well. Since we've been there, we know the grounds and have a little longer to plan for it.

"We want you all to think about coming. It's about a half hour north of Richmond, VA. It's a great part of the country."

### **2<sup>ND</sup> VP'S REPORT:**

Mona Heath reported that she has made a selection for the 2020 International Rally site.

Motion A was presented by Patti Reed, Region 11 President and seconded by Pete Yanke, Region 7 President. The motion allows 2<sup>nd</sup> Vice President, Mona Heath, to sign a contract for the 2020 International Rally in Loveland, CO. The motion passed unanimously and the 2020 63<sup>rd</sup> WBCCI International Rally will be held at the Ranch/Budweiser Center in Loveland, CO on July 20 - 27, 2020.

Motion AA, to allow Mona Heath, International 2<sup>nd</sup> Vice President, to be issued a three digit membership number was presented by Jim Polk, Region 12 President and seconded by Tye Mott, Region 1 President. The motion passed unanimously.

**3<sup>RD</sup> VP'S REPORT:**

Andrew Selking reported that he has made a selection for the 2021 International Rally site.

Motion B was presented by Andrew Selking, International 3<sup>rd</sup> Vice President and seconded by Jim Polk, Region 12 President. The motion allows 3<sup>rd</sup> Vice President, Andrew Selking, to sign a contract for the 2021 International Rally in Lebanon, TN. The motion passed unanimously, and the 2021 64<sup>th</sup> WBCCI International Rally will be held at the Wilson County Fairgrounds in Lebanon, TN on July 11 - 24, 2021.

**CORRESPONDENCE:**

There was no correspondence.

**TREASURER'S REPORT:**

For the Aug 1, 2017 – May 31, 2018 time period.

**Income:** **\$584,921.33**

Includes all membership dues (Regular, MAL, & Life)  
Interest Income Advertising, Sales of Merchandise.

**Expenses:** **\$540,700.62**

Includes Publications, Headquarters and General Club  
Expense and Officers Expense

**Net Income: \$44,220.71**

**Assets:**

Bank and Cash	\$104,519.80
Investments	\$841,675.59
Common Cents for Kids	\$17,171.40
Life Member Account	\$70,106.54
A/R & Other Current Assets	\$68,353.74
	<hr/>
<b>Total Current Assets:</b>	<b>\$1,101,827.07</b>
<b>Fixed Assets less Accumulated Depreciation</b>	<b>\$102,937.53</b>
<b>Land, Building, and other assets</b>	<hr/>
<b>Total Assets:</b>	<b>\$1,204,764.60</b>
<b>Liabilities:</b>	
Current Liabilities	\$79,438.91
<b>Total Equity</b>	<b>\$1,125,325.69</b>
<b>Total Liabilities &amp; Equity</b>	<b>\$1,204,764.60</b>

There were no questions about the Treasurer's Report. It will be placed on file.

**OFFICER REPORTS:**

Richard Girard, Chairman of the Nominating Committee, gave a Courtesy Nominating Committee Report.

The following is the 2018-2019 Slate of Officers:

President	Barry Bell
1 <sup>st</sup> Vice-President	Mona Heath
2 <sup>nd</sup> Vice-President	Andrew Selking
3 <sup>rd</sup> Vice-President	Tyrone Mott
Recording Secretary	Eileen Frerking
Treasurer	Jim Courtney
Nominating Committee	Matt Hackney
	LaVerne McHenry

**STANDING COMMITTEE REPORTS:**

Oral reports were presented by the Standing Committee Chairmen at the IBT Seminar which immediately preceded this meeting. The IBT members had the written reports before them.

- A. Budget – Barry Bell
- B. Caravan – Jay Thompson
- C. Constitution and Bylaws – Tom Smithson
- D. Electronic Communications – Damon Beals
- E. Ethics and Grievance – Bob Caldwell
- F. Youth/Teens – Linda Amme



- G. Historical – Joe Peplinski
- H. International Rally (2018) – President Jim Cocke
- I. International Rally Site – Vernon Goodwin
- J. International Relations – Don Shafer
- K. Lifetime Membership Fund – Andrew Selking
- L. Long Range Planning – Mona Heath
- M. Membership – Teresa Taylor
- N. National/Special Events Rallies – Bill Price
- O. Planning Guides – Matt Hackney
- P. Publications – Hedda Smithson
- Q. Technical – Ray Putnam

There were no further questions about the reports.

**SPECIAL COMMITTEE REPORTS:**

Oral reports were presented by the Special Committee Chairmen at the IBT Seminar which immediately preceded this meeting. The IBT members had the written reports before them.

- WBCCI Foundation – Tom Smithson
- Financial Management – Gail Harrower
- Electronic Meeting Attendance – Jim Polk
- Region Leadership Options – Grady Ferry

There were no further questions about the reports.

**ACTION ITEMS:**

**1. Action Item C**, presented by Constitution and Bylaws Committee Chairman Tom Smithson.

I move to revise page 55, Policy, "MEMBERSHIP NUMBERS" by deletion of Sec. 2 in its entirety and insertion of new Sec. 2. (see attached)

I further move to revise page 56.1, Policy, Membership Numbers, Sec. 11, to insert "except as provided in Sec. 2, item H of this policy". Page 56.1, Policy, Membership Numbers, Sec. 11 currently reads (see attached)

A second was not required as this motion came from a committee.

Hearing no objection, Motion C as read passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**2. Action Item D-R4**, presented by Constitution and Bylaws Committee Chairman Tom Smithson.

I move to delete **Policy Financial Disbursements, Page 36** of the WBCCI bylaws **Sec. 1 through Sec. 3, with the exception of Sec. 3, Part L, Procedures which will remain as written and be renumbered 11** and replace it with the following **Policy**. (see attached)

A second was not required as this motion came from a committee.

Richard Girard moved to send this motion to a committee for further review.

There was not a second.

John Frerking moved to send this motion to a committee for further review.

Richard Girard seconded it.

Jim Polk objected to the unanimous consent vote on the motion tend Motion D-R4 to committee.

A random roll call vote was taken.

**RANDOM ROLL CALL VOTE:**

<b>Region 4 President Don Hetzler</b>		<b>NO</b>	
<b>Region 12 President Jim Polk</b>		<b>NO</b>	
<b>Region 10 President Terri Warren</b>		<b>NO</b>	
<b>Region 6 President Ken Ritenour</b>		<b>NO</b>	
<b>Intl. 1<sup>st</sup> VP Barry Bell</b>		<b>NO</b>	
<b>Intl. 2<sup>nd</sup> VP Mona Heath</b>		<b>NO</b>	
<b>Region 9 President Grady Ferry</b>	<b>YES</b>		
<b>Region 2 President Mark Hammer</b>		<b>NO</b>	
<b>Region 11 President Patti Reed</b>		<b>NO</b>	
<b>Region 1 President Tyrone Mott</b>	<b>YES</b>		
<b>Past Intl. President Richard Girard</b>	<b>YES</b>		
<b>Region 3 President John Frerking</b>	<b>YES</b>		
<b>Region 7 President Pete Yanke</b>	<b>YES</b>		
<b>Region 8 2<sup>nd</sup> VP Mike Sisk</b>		<b>NO</b>	

<b>Recording Secretary Barb Selking</b>		<b>NO</b>	
<b>Intl. 3<sup>rd</sup> VP Andrew Selking</b>		<b>NO</b>	
<b>Treasurer Bill Johnjulio</b>	<b>YES</b>		
<b>TOTALS</b>	<b>6</b>	<b>11</b>	

There were 6 for and 11 opposed. The motion to send Motion D-R4 to a committee failed.

Richard Girard objected to the unanimous consent vote on Motion D-R4 as read.

A random roll call vote was taken on motion D-R4.

**RANDOM ROLL CALL VOTE:**

<b>Region 2 President Mark Hammer</b>		<b>NO</b>	
<b>Region 10 President Terri Warren</b>	<b>YES</b>		
<b>Intl. 1<sup>st</sup> VP Barry Bell</b>	<b>YES</b>		
<b>Region 1 President Tyrone Mott</b>		<b>NO</b>	
<b>Region 3 President John Frerking</b>		<b>NO</b>	
<b>Past Intl. President Richard Girard</b>		<b>NO</b>	
<b>Region 6 President Ken Ritenour</b>	<b>YES</b>		
<b>Treasurer Bill Johnjulio</b>		<b>NO</b>	
<b>Intl. 2<sup>nd</sup> VP Mona Heath</b>	<b>YES</b>		
<b>Region 11 President Patti Reed</b>	<b>YES</b>		
<b>Intl. 3<sup>rd</sup> VP Andrew Selking</b>	<b>YES</b>		
<b>Region 9 President Grady Ferry</b>		<b>NO</b>	
<b>Region 4 President Don Hetzler</b>	<b>YES</b>		
<b>Recording Secretary Barb Selking</b>	<b>YES</b>		
<b>Region 7 President Pete Yanke</b>		<b>NO</b>	
<b>Region 8 2<sup>nd</sup> VP Mike Sisk</b>	<b>YES</b>		
<b>Region 12 President Jim Polk</b>	<b>YES</b>		

<b>TOTALS</b>	<b>10</b>	<b>7</b>	
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There were 10 for and 7 opposed. Motion D-R4 passed.

Headquarters will make the appropriate Blue Book changes and distribute them.

**3. Action Item E**, presented by Constitution and Bylaws Committee Chairman Tom Smithson.

I move that the following changes be made to Bylaws, **Article VII: Merger, Consolidation or Dissolution of Unit**.

In **Sec. 2, B, Sec. 3, A and Sec. 4, A** insert **or Email** after . . . “First Class” . . . Delete the last sentence of **Sec. 4**, ~~None of the funds or property of the unit shall inure to the benefit of any member.~~ In **Sec. 4 B** add the word **existing** before “federal” and **501(C)(7)** after the words “non-profit” In **Sec. 6** delete ~~“None of the funds or property of the unit shall inure to the benefit of any member and all”~~ from the last sentence and insert **All** in front of “international club property”.

A second was not required as this motion came from a committee.

Hearing no objection, Motion E as read passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**4. Action Item H** presented by Kathy Hampel representing Gail Harrower, Financial Management Special Committee Chairman.

I move that **Article XVI, Financial Management, Policy, Financial Management, Item #13 on Page 35.2** be deleted from this section, reworded and moved to Policy, Financial

**Disbursement, Sec. #7, International Rallies, Page 44, adding a new item #t. Item #14 on Page 35.2 would be renumbered to #13.**

**Policy, Financial Disbursements, Sec #7, International Rallies, Page 44, item #t would be reworded as follows:**

- t. Any cash and non-cash gifts to the host community of the International Rally shall be documented as to source and to whom contributed. This documentation shall be acknowledged by the IBT at its first meeting following the International Rally. Officers and Standing Committee Chairmen responsible for gifts shall provide the necessary documentation to the International Treasurer, who shall prepare the acknowledging motion.

A second was not required as this motion came from a committee.

Hearing no objection, Motion H as read passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**5. Action Item G-R1**, presented by Grady Ferry, Region Leadership Options Special Committee Chairman.

I move that Article IX, Sec. 2, be revised to read:

Each region shall elect as its officers a President, a 1<sup>st</sup> Vice President and a 2<sup>nd</sup> Vice President (optional), and such officers shall constitute and be executive committee of the Region board. The President shall appoint one person from the region as the region secretary, and may appoint one person from the region as the region treasurer to administer any region funds. The President may also appoint the Region's Immediate Past President, providing he/she is not serving in another elected WBCCI office, as a member of the Region's Executive Committee. The term of office shall be two years and service of a partial term greater than one-half of such term shall be deemed as service of a full term in that office by the retiring officer. An officer may not serve consecutive terms, except when any elected officer cannot or does not choose to continue in office, the advancing officer shall complete the predecessor's term of office and have the option to run for one additional term in that office. Even numbered regions shall elect their officers in odd numbered years and odd-numbered

regions shall elect their officers in even-numbered years.

A second was not required as this motion came from a committee.

Hearing no objection, Motion G-R1 as read passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**Motion 1** is a motion presented by Tyrone Mott that **Bylaws Article III Policy M Membership**, page 5 be deleted and replaced by a new **Policy M Membership**. Seconded by Mona Heath.

**Policy M Membership**, of the WBCCI bylaws will then read:

To develop and implement a membership program that:

- a) Engages new members through the development and implementation of a comprehensive on-boarding plan for use by members, Unit and Region Membership Chairs.
- b) Ensures the Membership Manual, Appendix #14, is updated to align with on-boarding plan.
- c) Encourages present members to retain their membership by encouraging participation in rallies, caravans and courtesy parking. Success shall be measured by year-over-year decrease in non-renewal rates.
- d) Inspires non-member owners of recreational vehicles manufactured by Airstream, Inc. to become members.
- e) Develops and presents training seminars which support the WBCCI brand direction and promotional materials as defined by the International Marketing Standing Committee.

- f) Offers inspiration, encouragement and assistance to the membership committees of the Units and Regions.
- g) Serves as a participative member of the International Marketing Standing Committee.

Don Hetzler objected to the unanimous consent vote.

A random roll call vote was taken.

**RANDOM ROLL CALL VOTE:**

Region 10 President Terri Warren	YES		
Recording Secretary Barb Selking	YES		
Region 11 President Patti Reed	YES		
Region 3 President John Frerking	YES		
Intl. 2 <sup>nd</sup> VP Mona Heath	YES		
Region 7 President Pete Yanke	YES		
Region 2 President Mark Hammer	YES		
Intl. 3 <sup>rd</sup> VP Andrew Selking	YES		
Treasurer Bill Johnjulio	YES		
Past Intl. President Richard Girard			Abstain
Region 6 President Ken Ritenour	YES		
Region 12 President Jim Polk	YES		
Region 1 President Tyrone Mott	YES		
Region 4 President Don Hetzler		NO	
Intl. 1 <sup>st</sup> VP Barry Bell	YES		
Region 9 President Grady Ferry	YES		
Region 8 2 <sup>nd</sup> VP Mike Sisk	YES		
<b>TOTALS</b>	<b>15</b>	<b>1</b>	<b>1</b>



There were 15 votes for, 1 vote opposed and 1 abstention. Motion 1 passed.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 2** is a motion presented by Tyrone Mott to amend Bylaws, Article III, Sec.1, by adding a new Standing Committee as M, Marketing. Additionally Page 5, Policy, Standing Committees – General Duties, be amended to insert a new item M and that the following Standing Committees would then be re-numbered to ensure the new item is included in the appropriate order. Seconded by Terri Warren.

Marketing will develop, implement and oversee all the Club's brand positioning, advertising, dealer marketing and public relations, including marketing materials, that:

- a. Attract Airstream owners to join the Club.
- b. Ensure consistent messaging across all communication platforms with current and prospective Club members.
- c. Align with supporting budget and projected return on investment relative to membership growth and retention.
- d. Utilize electronic, social, and print media, to engage members, Airstream Dealers, and non-member Airstream owners in positive, informative, and constructive communications regarding club benefits and activities. In addition, implement a strategy to of action to increase the visibility of the WBCCI, especially among Airstream Dealers, Airstream owners, and the RV Community.
- e. Is based on robust, engaging social media platforms (i.e. Facebook, Twitter, Instagram) that are reflective of the interests and travel lifestyles of new Airstream owners, as contained in the most current Airstream Inc. annual owner survey. There shall be a minimum of one Standing Committee Member, dedicated solely to social media, who has experience creating content and engagement with Airstream owners who may or may not belong to the WBCCI; has the proven ability to manage and analyze customer interactions and data, and determine next steps based on current Customer Relationship Management (CRM) results. This social media Marketing Committee Member shall work closely with the Marketing Chair and Corporate Manager to ensure messaging is clear, consistent and within the standards of the WBCCI>

- f. The International Membership Standing Committee Chair shall be a participative member of the Marketing Committee.

Hearing no objection, Motion 2 as read passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 3** is a motion presented by Mark Hammer to amend paragraph two of the Code of Ethics. Seconded by Jim Polk.

Paragraph two of the Code of Ethics would then read: (underlined words have been added)

To be ever mindful of what we say or print with respect to its effect on other of our diverse membership so as to avoid disharmony and ill feelings among club members of differing ethnicities, religious beliefs or orientation and to dedicate ourselves to the work of cementing together the members of WBCCI in bonds of good fellowship and mutual understanding.

Tye Mott objected to the unanimous consent vote.

A random roll call vote was taken.

**RANDOM ROLL CALL VOTE:**

<b>Past Intl. President Richard Girard</b>		<b>NO</b>	
<b>Recording Secretary Barb Selking</b>		<b>NO</b>	
<b>Region 12 Jim Polk</b>	<b>YES</b>		
<b>Treasurer Bill Johnjulio</b>	<b>YES</b>		
<b>Region 9 President Grady Ferry</b>		<b>NO</b>	
<b>Region 4 President Don Hetzler</b>	<b>YES</b>		
<b>Region 7 President Pete Yanke</b>		<b>NO</b>	
<b>Intl. 3<sup>rd</sup> VP Andrew Selking</b>		<b>NO</b>	
<b>Intl. 1<sup>st</sup> VP Barry Bell</b>	<b>YES</b>		

<b>Intl. 2<sup>nd</sup> VP Mona Heath</b>	<b>YES</b>		
<b>Region 2 President Mark Hammer</b>	<b>YES</b>		
<b>Region 11 President Patti Reed</b>	<b>YES</b>		
<b>Region 10 President Terri Warren</b>	<b>YES</b>		
<b>Region 5 2<sup>nd</sup> VP Mike Sisk</b>		<b>NO</b>	
<b>Region 1 President Tyrone Mott</b>		<b>NO</b>	
<b>Region 6 President Ken Ritenour</b>		<b>NO</b>	
<b>Region 3 President John Frerking</b>	<b>YES</b>		
<b>TOTALS</b>	<b>9</b>	<b>8</b>	

There were 9 votes for and 8 votes opposed. Motion 3 passed.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 4** is a motion presented by Terri Warren regarding deleting gender specific language in the Bylaws. Seconded by Pete Yanke.

The Corporate Manager go through the bylaws of the WBCCI and identify words and language that are gender specific – that is, for example, “he” or “she” or “chairman” and change these words or phrases to non-gender specific language, such as “he/she” or “chair”. It may be necessary to make grammatical changes as well to make sentences make sense and be grammatically correct. This task shall be completed within 4 months of the close of the Salem International Rally.

Hearing no objection, Motion 4 passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 5** is a motion presented by Tye Mott regarding changing a membership number. Seconded by Mark Hammer.

Per Policy Membership Numbers, page 55, Sec. 2 Assignment of Membership Numbers, Item H, Ardean (Randy) Miller, currently #6607, be assigned membership number 607.

Hearing no objection, Motion 5 passed by unanimous consent.

**(Motion 6** was withdrawn by Patti Reed, Region 11 President.)

**Motion 7** is a motion presented by Patti Reed to delete Policy, Rallies, Sec. 7, International Rallies, Item 2q Parking Members in its entirety and replaced with the below item 2q. Seconded by Bill Johnjulio.

q. Parking Members: Members arriving at the International Rally site on or after their designated parking date will be parked each day of the rally as promptly as feasible between the hours of 8:00 AM and 8:00 PM as determined by the respective year's International Rally Committee.

Hearing no objection, Motion 7 passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 8** is a motion presented by Patti Reed to amend Policy, Rallies, Sec.7, International Rallies, Item 2r, Protocol Books, by deleting the item and substituting a new Item 2r. Seconded by Barb Selking.

r. Event Guide: The International Rally Event Guide will be provided to each member of the International Board of Trustees; International Standing and Special Committee Chairs; Corporate Manager; Parliamentarian, Region Vice Presidents and International Rally Committee Chairs for Installation of Officers and Opening & Closing Ceremonies. It will contain a listing of the dates, times and place of social and official events, plus a roster of persons who should be in attendance at each function. It will also include suggested attire for the occasion. The Event Guide should be distributed on or before December 15<sup>th</sup>.

Hearing no objection, Motion 8 passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 9** is a motion presented by Patti Reed to amend Policy, Plaque Program, Sec.1, Approved Suppliers, Items a & b, by deleting the Policy. Seconded by Jim Polk.

#### PLAQUE PROGRAM

##### ~~1. Approved Suppliers~~

~~a. Canton Graphic Arts Services, Inc.  
800 Cleveland Avenue South  
Canton, OH 44702  
Phone (330) 456-9868~~

~~2. Cramer Graphics  
412 W. 96<sup>th</sup> Terrace  
Kansas City, MO 64114  
Phone (816) 943-1312~~

Hearing no objection, Motion 9 passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motion 10** is a motion presented by Patti Reed to delete Appendix #10, page 2, Publicity, paragraph 2. Seconded by Mike Sisk.

~~2. The February issue of the *Blue Beret* contains a "centerfold" which features National and Special Event Rallies. Please forward, not later than November 1, the following information to the National/Special Event Rally Chairman to be used in the *Blue Beret* "centerfold" and the annual Membership Directory: (7/5/11)~~

~~A. Rally Title~~

- ~~B. Location (City, State or Province)~~
- ~~C. Date of Rally~~
- ~~D. Fee Conditions~~
- ~~E. 50-60 word descriptive write up of the rally~~
- ~~F. Name of contact person (7/5/04)~~
- ~~G. Title of contact person (7/5/04)~~
- ~~H. Contact telephone number including area code (7/5/04)~~

Hearing no objection, Motion 10 passed by unanimous consent.

Headquarters will make the appropriate Blue Book changes and distribute them.

**Motions 11-21** are all proposals requesting approval for Unit Name Changes. Without objection, Motions 11-21 were considered as one request.

**Motion 11** presented by Tye Mott to change the name of the Cape Cod Massachusetts Unit to Cape Cod Massachusetts Airstream Club.

**Motion 12** presented by Tye Mott to change the name of the Charter Oak Unit to Charter Oak Connecticut Airstream Club.

**Motion 13** presented by John Frerking to change the name of the Florida Springs Unit to Florida Springs Airstream Unit.

**Motion 14** presented by Donald Hetzler to change the name of the Metropolitan Detroit Unit to Southeastern Michigan Airstream Club.

**Motion 15** presented by Grady Ferry to change the name of the Texas Plains Unit to Texas Plains Airstream Club.

**Motion 16** presented by James Polk to change the name of the Northern California Unit to Northern California Airstream Club.

**Motion 17** presented by James Polk to change the name of the Nevada Unit to Las Vegas Airstream Club.

**Motion 18** presented by Pete Yanke to change the name of the Minnesota Unit to Minnesota Airstream Club.

**Motion 19** presented by Tye Mott to change the name of the New England Unit to New England Airstream Club.

**Motion 20** presented by Mark Hammer to change the name of the Metropolitan New York Unit to Metropolitan New York Airstream Club.

**Motion 21** presented by John Frerking to change the name of the Florida Suncoast Unit to

Florida Suncoast Airstream Unit.

Hearing no objection, Motions 11-21 were approved.

**Motions 22-28** are all proposals requesting approval for Unit Flags and/or logos. Without objection, Motions 22-28 were considered as one request.

**Motion 22** presented by Tye Mott to approve a new flag and logo for the Cape Cod Massachusetts Airstream Club.

**Motion 23** presented by Tye Mott to approve a new flag and logo for the Charter Oak Connecticut Airstream Club.

**Motion 24** presented by Grady Ferry to approve a new flag and logo for the Texas Plains Airstream Club.

**Motion 25** presented by Tye Mott to approve a new flag and logo for the Northeast Mountaineers Airstream Club.

**Motion 26** presented by Tye Mott to approve a new flag and logo for the New England Airstream Club.

**Motion 27** presented by Ken Ritenour to approve a new flag and logo for the East Tennessee Airstream Club.

**Motion 28** presented by Mark Hammer to approve a new flag and logo for the Watchung New Jersey Airstream Club.

Hearing no objection, Motions 22-28 were approved.

There being no further business, the meeting adjourned at 4:15 P.M.

**ANNOUNCEMENTS:**

Barry Bell announced that next year's Mid-Winter IBT will be January 21-25, 2019, at the Baldwin County Coliseum and Arena Facilities in Robertsdale, Alabama.

Respectfully submitted,

Barb Selking

International Recording Secretary

These minutes have been reviewed by Jim Cocke on June 29, 2018.



# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Item No. [Action Item C](#) Page [1of3](#) Meeting Date: [June 22 2018](#) Location: [Salem OR](#)

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I move to revise page 55, Policy, "MEMBERSHIP NUMBERS" (current copy attached) by deletion of Sec. 2 in its entirety and insertion of new Sec. 2 as follows:

2. Assignment of membership numbers shall be as follows:

A) International 3rd Vice President

1. The newly elected International 3<sup>rd</sup> Vice President will be assigned the lowest available membership number in the 100 series if desired by the member,
2. Upon completion of service as International President that number will be retired from future reissue,

B) Region Presidents, International Recording Secretary and International Treasurer

1. Numbers for Region Presidents, International Recording Secretary and International Treasurer shall be drawn from the lowest available number in the prescribed series for those elected positions.
2. The order of the drawing shall be the International Recording Secretary, the International Treasurer, and the Region Presidents, from the lowest number region to the highest,
3. The newly elected Region Presidents shall be assigned the lowest available membership numbers in the 200-299 series, based upon a drawing in the presence of the IBT, unless sufficient numbers in the series are not available, in which case the lowest available numbers in the 300 series shall be assigned,
4. The newly elected International Recording Secretary and International Treasurer shall be assigned the lowest available membership numbers in the 300-600 series, based upon a drawing in the presence of the IBT,

C) The use of the 700 series will be available for use by members who have served a minimum of three years as Standing Committee **Chair** by drawing in the presence of the IBT upon completion of their third report at the IBT meeting **at** the start of the International Rally,

D) The use of the 800 series will be available for use of the WBCCI National Caravan Leaders who have led a minimum of five (5) National Caravans and as recommended to the IBT by the National Caravan Standing Committee **Chair**. **The 800 numbers will be assigned next available. If there are more than one to be assigned, they will be assigned next available based on earliest ending date of the 5<sup>th</sup> caravan,**

E) The acceptance of all membership numbers in the 200 through 800 series will be as desired by the member authorized and the Club shall not issue these numbers retroactively,

F) The use of the membership numbers in the 900 series shall be held for future IBT decision,

G) The procedure for membership number release shall not apply to numbers 101 through 999,

# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Item No. [Action Item C](#) Page [2 of 3](#) Meeting Date: [June 22 2018](#) Location: [Salem OR](#)

**H) Children or grandchildren of the original members who participated in any of the documented historically significant caravans listed below may request assignment of the family’s originally-assigned number, if not already assigned:**

- **The 1955 Eastern Canada Caravan**
- **The 1956 Caravan to Cuba**
- **The 1956 European Caravan**
- **The 1959-60 Africa Caravan**
- **The 1963-64 Around The World Caravan**

- 1. A number issued to a child or grandchild for the above-noted historical caravans is non-transferable.**
- 2. A number below 1000 assigned per this item shall only be used as stated in Sec 2, items A-G once released.**

**I) Membership numbers 1001 and above shall be issued to new members using the lowest available number at the time the application is received for membership unless the member requests a specific available number or the membership number release procedure (Membership Numbers, Sec. 8) applies.**

I further move to revise page 56.1, Policy, Membership Numbers, Sec. 11, to insert “except as provided in Sec. 2, item H of this policy”. Page 56.1, Policy, Membership Numbers, Sec. 11 currently reads:

11. Membership numbers that were in use on Airstreams while participating in historically significant events may be designated as Heritage Numbers. Heritage Numbers shall be reserved from reassignment. Current members assigned a membership number that is designated as a Heritage Number may continue to use that number as long as they remain members in good standing. The approved Heritage Numbers are: (1/11/18)

2	115	360	692	1166	1954	2209	2397	3238	4255	6082	7170
35	120	503	747	1199	1986	2279	2400	3317	4936	6472	7305
50	163	598	751	1242	2058	2345	2420	3560	5232	6524	7505
81	165	606	767	1309	2186	2359	2421	3690	5289	6705	7667
83	310	608	975	1408	2194	2374	2474	3912	5618	6730	8511
87	329	616	985	1506	2198	2375	2476	4032	5980	6768	8671
100	342	627	1042	1604	2201	2380	2925	4091	6065	6781	

Nominations for Heritage Numbers with rationale will be submitted by the WBCCI Historical Standing Committee to the IBT for their approval. (1/11/18)

Page 56.1, Policy, Membership Numbers, Sec. 11 would then read:

11. Membership numbers that were in use on Airstreams while participating in historically significant events may be designated as Heritage Numbers. Heritage Numbers shall be reserved from reassignment



**MEMBERSHIP NUMBERS****Policy**

1. The Club will not exchange membership numbers for any reason except as outlined below.
2. The newly elected International 3rd Vice President will be assigned the lowest available membership number in the 100 series if desired by the member, and upon completion of service as the International President that number will be retired from future reissue. The newly elected Region Presidents shall be assigned the lowest available membership numbers in the 200-299 series, based upon a drawing in the presence of the IBT, unless sufficient numbers in the series are not available, in which case the lowest available numbers in the 300 series shall be assigned. The newly elected International Recording Secretary and International Treasurer shall be assigned the lowest available membership numbers in the 300-600 series, based upon a drawing in the presence of the IBT. The order of the drawing shall be the International Recording Secretary, the International Treasurer, and the Region Presidents, from the lowest number region to the highest. The use of the 700 series will be available for use by members who have served a minimum of three years as Standing Committee Chairmen by drawing in the presence of the IBT upon completion of their third report at the IBT meeting prior to the start of the International Rally, and the 800 series will be available for use of the WBCCI National Caravan Leaders who have led a minimum of five (5) National Caravans and as recommended to the IBT by the National Caravan Standing Committee Chairman. The acceptance of all membership numbers in the 200 through 800 series will be as desired by the member authorized and none will be issued retroactively. The use of the membership numbers in the 900 series will be held for future IBT decision. The procedure for membership number release shall not apply to numbers 101 through 999. Membership numbers 1001 and above shall be issued to new members using the lowest available number at the time the application is received for membership unless the member requests a specific available number or the membership number release procedure (see Para. 8) applies. (1/14/16)
3. New Club members will be furnished their first set of numbers and decals when they join at no cost to them. Members may purchase individual replacement numbers or decals through the club store at the current price plus shipping. (1/20/17)
4. Members owning two or more recreational vehicles manufactured by Airstream, Inc. shall display the same membership number on each recreational vehicle. Members who are the co-owners of a recreational vehicle manufactured by Airstream, Inc. shall use and display the same membership number. (1/19/96)
5. Membership numbers are issued to individual club members only. They are not issued to units or companies.

6. Membership number and decals will be mailed direct from Headquarters to the new and current club members.
7. Membership numbers that become inactive as a result of dues delinquency or death shall remain in an inactive status and be unavailable for reassignment for a minimum of one (1) year. Membership numbers which become inactive as a result of reassignment or resignation shall become available for reassignment immediately. (6/24/16)
8. In the case of a prospective member who has purchased a recreational vehicle manufactured by Airstream, Inc. from a member of the Inter-national Club and the member, who was the former owner, does not own or contemplate future ownership of such a recreational vehicle nor the retention of the assigned International Club Membership Number, the purchaser may obtain the membership number of the former owner. A purchaser who desires to be assigned the membership number of a former owner of such recreational vehicle must obtain a written release of the membership number from the former owner. The written release must be included with a completed application for membership and forwarded to Headquarters. The membership number of the former owner will only be assigned upon receipt of the written release and the completed application for membership. Membership numbers 101 through 999 shall not be reassigned under this procedure. (1/19/96)
9. Membership numbers, 1000 and above, may be exchanged upon written request to Headquarters on the CHANGE OF MEMBERSHIP NUMBER REQUEST FORM contained in Appendix 9, and the payment of a \$25.00 administrative fee. In the event that duplicate requests for a specific number are received at Headquarters, the request with the earliest postmark will be honored. New numbers for one recreational vehicle manufactured by Airstream, Inc. will be furnished, and the new membership number will be noted in the next issue of the ANNUAL MEMBERSHIP DIRECTORY. If the request is not received prior to November 30, the new number will not appear in the ANNUAL MEMBERSHIP DIRECTORY until the following year. The old membership number will be immediately available for reissue. EFFECTIVE SEPTEMBER 1, 1992.
10. The membership number assigned to a WBCCI member remains the member's number as long as qualifications of membership in the club are maintained. (6/22/96)

If, at any time, the Recreational Vehicle is disposed of, the numbers should be removed.

Members are requested to place the numerals on their Recreational Vehicle in the following manner:

#### Trailers (6/22/96)

1. The numbers should be placed on the front and rear above the window, centered, with 2 inch spacing.
2. The decals should be placed on the front and rear, centered, above the numbers.
3. When applying Membership Stars, measure out from the right edge of the decal 2 inches to the centerline of the star. If applying 2 stars, repeat on the left side of the decal. If more than 2 stars are to be applied, measure out 4 1/2 inches or approximately 1/2 inch between the points of the stars and repeat on the left side, if needed.

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Motorhomes (Class A, B, C) and Fifth Wheel Travel Trailers (6/22/96)

1. The numbers should be placed on the front and rear at the top of the RV, centered below the cluster lights with 2 inch spacing when possible.
2. When facing the rear of the RV, if it is not possible to place the numbers below the cluster, the numbers should be placed to the right of the cluster lights with as much spacing as possible.
3. The decals should be placed on the front and rear, centered above the numbers or in the most visible location available.
4. Stars should be applied in the same manner as on TRAILERS whenever possible.

11. Membership numbers that were in use on Airstreams while participating in historically significant events may be designated as Heritage Numbers. Heritage Numbers shall be reserved from reassignment. Current members assigned a membership number that is designated as a Heritage Number may continue to use that number as long as they remain members in good standing. The approved Heritage Numbers are: (1/11/18)

2	115	360	692	1166	1954	2209	2397	3238	4255	6082	7170
35	120	503	747	1199	1986	2279	2400	3317	4936	6472	7305
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100	342	627	1042	1604	2201	2380	2925	4091	6065	6781	

Nominations for Heritage Numbers with rationale will be submitted by the WBCCI Historical Standing Committee to the IBT for their approval. (1/11/18)

# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

Motion/Item No. D R 4 Meeting Date: June 22, 2018 Location: Salem OR

I move to delete **Policy Financial Disbursements, Page 36** of the WBCCI bylaws **Sec. 1 through Sec. 3, with the exception of Sec. 3, Part L, Procedures which will remain as written and be renumbered 11** and replace it with the following **Policy**. (Original Policy is attached for review.)

## Policy Financial Disbursement

1. Reimbursement for travel of International and Regional officers, Parliamentarian and essential HQ staff by the most suitable and direct route is authorized for attendance at official WBCCI activities. Reimbursement for travel shall not be authorized for IBT meetings **associated with the International Rally**, nor for Officer travel to, from, or during caravans.
2. Allowable expenses include the following and are to be supported with receipts, except mileage:
  - A. Mileage when traveling by trailer or motorhome up to the mileage rate allowed by the U.S. Federal Government's Internal Revenue Service, for business travel,
  - B. Road and bridge tolls,
  - C. Overnight parking fees,
    1. The budgeted amount covering in route overnight expenses shall be an average of twenty dollars (\$20.00) per night for each three hundred (300) miles traveled..
    2. The amount of reimbursement shall be the receipted expense or an average of twenty dollars (\$20.00) per night, whichever is the lesser amount.
  - D. Rally fees (excluding the International Rally),
  - E. Travel by common carrier, personal or rental car, motel/hotel at destination
    1. for budgeted elected officials and appointees only and
    2. total allowable not to exceed sum of budgeted allowances of 2.A, B, and C above.
  - F. Fees for events and meals that are an essential part of a specific rally may be included in the claimed Rally Fees, subject to approval of International President.
3. If the official elects to bring a partner to authorized meetings and travels by common carrier, the official will be responsible for the partner's carrier expenses except when the partner is entitled, by elected or appointed office to common carrier travel reimbursement.
4. Other expenses necessary for good management procedures may be allowable when properly supported *and if approved by the International President*.
5. Reimbursement in excess of budgeted amounts may be considered when approved by both the International President and the IBT and supported by justifications and receipts.
6. Should a Region President deem it necessary for their Region to be represented at a rally within their Region and no Region officer is available to attend the rally, the Region President may designate a qualified member of WBCCI to attend as the Region representative.
  - B. The designee may be reimbursed in accordance with Policy, Article XVI, Financial Disbursements.

# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

C. The amount reimbursed to the designee will be charged against a Region officer's budgeted expenses.

Motion/Item No. D R4 P 2 Meeting Date: June 22, 2018 Location: Salem OR

7. Region Officers (President, 1st and 2nd Vice Presidents) will be reimbursed based on the budget approved by the IBT for the fiscal year only for attendance at official WBCCI activities.
  - A. Travel expenses to and from the International Rally are not reimbursable for the Region Officers.
    1. Exclusions:
      - a. Region Rallies and Region Board Meetings within their Region,
      - b. IBT meetings associated with the International Rally, nor for Officers travel to or from or during caravans.
  - B. The total allowable travel reimbursement for each Region President will be calculated using a base amount plus an amount per Unit in that Region.
    1. Travel expenses to and from the Mid-Winter IBT meeting will be basis of a submitted budget to the Treasurer prior to July 1 for approval.
    2. Reimbursement cannot exceed the approved budgeted amount.
    3. Claims will be submitted by Region Presidents directly to Headquarters within 90 days of travel.
    4. Reimbursements from WBCCI are not available to Region officers reimbursed by their Region.
  - C. Cross funding for reimbursement of authorized travel by a Region's Vice Presidents is authorized with full approval of the Region Officers affected.
8. International Officers (President, 1st, 2nd, and 3rd Vice Presidents, Secretary and Treasurer) and Immediate Past President and appointed officers will be reimbursed based on the budget approved by the IBT for the fiscal year for attendance at official WBCCI activities and Airstream activities where deemed necessary by the International President.
  - B. No more than one (1) member of the Executive Committee may be reimbursed for travel to the same rally unless their attendance is specifically requested by the President of WBCCI.
  - C. Reimbursement cannot exceed the approved budgeted amount. Claims will be submitted directly to Headquarters within 90 days of travel.
9. International Officer and Immediate Past President Reimbursement includes the budgeted amount which includes one-way travel expenses to Mid-Winter Board of Trustee meetings based on a budget submitted to the Treasurer prior to beginning of International rally, for approval of the Executive Committee at the IBT meeting at the end of the International Rally
  - B. Claims will be submitted directly to Headquarters.
  - C. Travel expenses to and from the International Rally are not reimbursable for International Officers or Immediate Past International President.
  - D. Parliamentarian, Standing, and Special Committee Chairs travel expenses shall be paid when specifically approved as a budget item that has been submitted to the Treasurer prior to beginning of



# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

International rally, for approval at the Executive Committee at the IBT meeting at the end of the International Rally.

Motion/Item No. D R4 P 3 Meeting Date: June 22, 2018 Location: Salem OR

- E. Claims will be submitted directly to Headquarters.
- F. Travel expenses to and from the International Rally are not reimbursable for appointed positions.

## 10. Office Personnel

- B. All reasonable expenses of WBCCI office personnel who travel at the request of the President will be reimbursed from budgeted funds as follows:
  - 1. General Funds up to two-thousand five-hundred dollars (\$2,500.00) as approved by the President when on general club business.
  - 2. International Rally Fund as authorized when on International Rally business; and
  - 3. International Board Travel Funds when on IBT business, including travel to and from the IBT meetings just preceding and following the International Rally.
- C. Deferred compensation as a salary option is not available to any new employee of WBCCI hired after June 21, 1985.

## 11. Procedures (6/27/12)

- a. All expense claims may be submitted monthly (see Appendix #3) and shall be submitted at least quarterly for payment, except that claims for the final quarter shall be submitted prior to July 1 and International Board of Trustees Meeting travel expense shall be submitted at the end of the month in which incurred. (3/3/83)
- b. All expense claims will be accompanied by receipts, or their equivalent, to cover all expenses claimed except mileage.
- c. The remaining funds shall be withdrawable as necessary for general expense of operating said club including:
  - 1. Supplies such as berets, flags, pennants, decals and trophies for resale to members, units and regions. (1/31/85)
  - 2. The President is authorized to approve the refund of dues paid between July 1 and November 15 when requested by a unit for a member, due to health or death. Requests made by December 31 will receive a full refund of all the dues paid. Requests made by June 30 will receive a refund of one-half the dues paid and requests made after June 30 will receive no refund. (6/25/15)
  - 3. The President is authorized to approve payment from the General Fund of expenditures incurred during the International Rally for the Annual Unit President's Appreciation Dinner, the Delegates meeting, and International Board of Trustees Meetings. (1/31/85)
  - 4. Expenditures incurred in conjunction with the International Rally for the Annual Unit Presidents' Appreciation Dinner and Gifts, the Delegates' Seminar and Meeting, and International Board of Trustees' Seminars and Meetings, including but not limited to printing costs, room rental, etc., shall be paid from the General Funds of the club. (7/5/16)

# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

5. Expenditures incurred in conjunction with the Mid-Winter International Board of Trustees' Seminar and Meeting, including but not limited to printing costs, room rental, etc. shall be paid from the General Funds of the club. (7/5/16)

Motion/Item No. D R 4 Page 4 Meeting Date: June 22, 2018

Location: Salem OR

- d. Funds in the Wally Byam Caravan Club International, Inc., checking account may only be withdrawn as authorized by the International Treasurer. Such withdrawals require the signatures of two designated Headquarter's employees. (7/5/93)
- e. As required and directed by the Executive Committee, the Corporate Manager will transfer from the Lifetime Membership Fund to the General Fund an amount equal to the number of active lifetime members times the annual dues at the time of enrollment. The Lifetime Members will be reviewed on a quarterly basis to cover any delinquent renewal fund transfers. (1/20/17)
- f. All savings account depositories should be in amounts sufficient so as to be protected under the FDIC or FSLIC acts.
- g. The checking account funds shall be kept within the requirements of the semi- monthly disbursements. Any surplus over this requirement shall be deposited into an interest bearing savings account.
- h. CLUB EMPLOYEES
  1. Headquarters
    - a. Corporate Manager with an initial salary as determined by the IBT. (1/20/17)
    - b. Other Headquarters Personnel with salary considerations in accordance with WBCCI Personnel Manual adopted by the IBT February 11, 1986.
    - c. Employee Retirement Plan (1/17/92)
      - I. Under the terms of section 408 (k) of the Internal Revenue code and the instructions of IRS Form 5305-SEP which is entitled Simplified Employee Pension-Individual Retirement Accounts Contribution Agreement, WBCCI will provide for discretionary contributions in each calendar year to the individual retirement accounts or individual annuities (IRAs) of all eligible employees who are at least 21 years old and worked at least 3 of the immediately preceding 5 years.
      - II. Amount of above contributions shall be 5 percent (.05) of each employee's total compensation.
      - III. All eligible employees shall be required to participate in the SEP-IRA arrangement as a condition of employment.
  2. Personnel Actions:
    - a. Personnel actions affecting Headquarters personnel other than the Corporate Manager will be in accordance with the WBCCI Personnel Manual. (1/20/17)

# IBT MOTION FORM

WALLY BYAM CARAVAN CLUB INTERNATIONAL, INC.

- b. Payroll and employee benefit procedures will be in accordance with those instituted and maintained by the Corporate Manager. Such procedures are subject to approval by the Executive Committee. (1/20/17)

Motion/Item No D R4 Page 5 Meeting Date: June 22, 2018 Location: Salem OR

**Rationale:** This section of the Financial Management Policy is rewritten for clarity and to reflect current practice.

**Financial Impact:** There is no financial Impact to WBCCI

Adopted      Defeated      Amended      Referred      Postponed\*      Tabled      \*\*Withdrawn

\*Cannot be postponed beyond session.

\*\*Will lie on table only until end of present session

Thomas Smithson \_\_\_\_\_ Maker

\_\_\_\_\_ Second

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For Office Use Only:

Submission Date \_\_\_\_\_

\_\_\_\_\_ Motion reviewed by Constitution and Bylaws Committee

Time \_\_\_\_\_

\_\_\_\_\_ Motion reviewed by International Parliamentarian