

ARTICLE I - NAME AND DESCRIPTION

1.1 The name of this corporation shall be the North American Family Campers Association, Inc., - hereinafter-called NAFCA or Association.

1.2 NAFCA is a nonprofit, mutual service organization working for family campers through a program of camper education, campground awareness, conservation concern, and legislative alertness.

1.3 NAFCA shall own and operate directly or through a separate organization a publication distributed to each membership under the title of "Campfire Chatter".

1.3.1 "Campfire Chatter" shall be the official publication of NAFCA and any notices to members required by law shall be conclusively presumed to have been legally given or served upon publication therein when such publication has been sent out to the address of such members as appears on the records of the Corporation

ARTICLE II - PURPOSES

2.1 The purpose of NAFCA shall be:

2.1.1 To foster fellowship among family campers through activities and programs of NAFCA and its chapters.

2.1.2 To encourage development, expansion and improvement of camping areas both private and public.

2.1.3 To provide accurate information about camping equipment, facilities and areas.

2.1.4 To sponsor mutual exchange of ideas and information about family camping.

2.1.5 To educate camping families in good practices and manners.

2.1.6 To work for conservation of our woodlands, waters, wild flowers and wildlife and to cooperate with others so dedicated.

2.1.7 To work for the mutual interests of and to serve as a voice for family campers.

ARTICLE III - POLICY

3.1 The government of NAFCA is vested in the body of its members through democratic action.

3.1.1 NAFCA recognizes that its strength rests on the willingness of its members to volunteer for responsibility.

3.1.2 NAFCA accepts as a guiding principle the will of the majority of members, believing in election to office where feasible rather than appointment.

ARTICLE IV – MEMBERSHIP

4.1 Any family or individual adult in accord with the association's purposes shall be eligible to apply for membership in NAFCA.

4.2 Persons of good character and reputation, such as having never been convicted of a sexual or violent crime, will be accepted into membership regardless of race, color, creed or type of camping equipment used.

4.3 The term member shall be defined as one or two adults and their dependents whose dues are paid.

4.4 NAFCA elections and decisions shall be determined on the basis of one vote per paid up membership. All voting may be by written proxy signed by the individual member or by either person in the case of a family unit.

4.5 NAFCA membership dues are to be paid on a cash basis and are valid for a term of one, two, or three years from the month of joining.

4.5.1 The annual dues shall include a subscription to the official publication.

4.5.2 The amount of dues shall be determined by the NAFCA Board of Directors.

ARTICLE V - MEMBERSHIP MEETINGS

5.1 Meetings.

5.1.1 The Annual Meeting of members shall be held in the Commonwealth of Massachusetts on the fourth Saturday of April of each year at an hour and place fixed by the Board of Directors and published in the official publication.

5.1.2 An open annual council of chapters meeting will be held each fall.

5.1.2.1 Voting members shall be chapter delegates, state officers, and national officers.

5.1.3 Special meetings of members shall be called in accordance with applicable provisions of the statutes of the Commonwealth of Massachusetts then in force.

5.1.4 All notices of all meetings and the purposes thereof shall be given by the Secretary or any other officer of NAFCA to all members entitled to vote at the address of such member as it appears on the records of NAFCA by publishing such notice in an official publication. Such notice shall be given at least seven days before the meeting.

5.1.5 Voting at all meetings may be either in person or by written proxy.

ARTICLE VI - NAFCA OFFICERS

6.1 Officers

6.1.1 The term "Officer" shall be defined as the elected official.

6.1.2 There shall be a President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, and Immediate Past President.

6.2 Term

6.2.1 The term of office of all NAFCA officers shall be two years or until their successor assumes office.

6.3 Qualifications

6.3.1 To be eligible for these offices, candidates must have served as at least a Chapter elected officer.

6.3.2 No NAFCA officer or spouse can hold a state directorship concurrently or vice versa.

6.4 Nominations

6.4.1 The nominating committee of three state directors shall be selected by the board of directors. The nominating committee shall present a slate of officers consisting of the President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer at the October Council of Chapters meeting.

6.4.2 Further nominations for officers may be made by petition signed by at least twenty five voting members of NAFCA and the petitions are to be presented to the President by December 1st previous to the election.

6.4.3 All nominees shall have agreed to accept the responsibilities of office if elected.

6.5 Elections

6.5.1 In the event the slate of officers nominated is unopposed, as of December 1st, ballots need not be mailed and a motion will be accepted for the NAFCA Secretary to cast one vote for the slate as presented, at the January Full Board meeting.

6.5.2 Elections of officers, with more than one candidate for office, shall be by prepared, mailed ballots.

6.5.2.1 One ballot per membership will be distributed in alternate years in the month of January and is returnable by March 1st to the Post Office Box rented for this purpose by the nominating committee.

6.5.2.2 The ballots shall be opened and counted by the three-member nominating committee prior to April 1st.

6.5.3 Elected officers are to assume office by April 1st of the year of election.

6.6 Duties

6.6.1 It shall be the responsibility of each officer by work, action and example to represent NAFCA, its goals and purposes.

6.6.1.1 It shall be the duty of the president to preside at NAFCA Board and Executive Committee Meetings, to appoint standing and Special Committees, to present an annual budget at the April Full Board meeting, and to perform such other duties as pertain to the office.

6.6.1.2 It shall be the duty of the vice presidents to familiarize themselves with the duties of the president.

6.6.1.2.1 The 1st Vice President shall preside at NAFCA Board of Director meetings in the absence of the President. The 1st & 2nd Vice Presidents must be prepared to assist and support the President in the performance of his/her duties at all times and to perform the duties of the president in the absence of the President. In the absence of both the President & 1st Vice President, the 2nd Vice President shall assume the duties of President.

6.6.1.3 It shall be the duty of the immediate past president to make available to the officers and directors, when requested, the knowledge gained through past experience.

6.6.1.4 The secretary shall keep accurate, written records of all NAFCA Board and Executive Committee Meetings and shall distribute these reports to members of these bodies.

6.6.1.4.1 In the event the Secretary is not a resident of the Commonwealth of Massachusetts, the Executive Committee shall forthwith appoint a resident as such "resident agent" and the Secretary shall forthwith notify proper authorities of such election.

6.6.1.4.2 He/she shall perform the duties of clerk in recording and documenting votes of the Board of Directors as they pertain to written contracts and/or agreements of the association.

6.6.1.5 The treasurer shall keep accurate written records of all monies and make all authorized disbursements.

6.6.1.5.1 The treasurer shall distribute quarterly financial reports to the NAFCA Board of Directors.

6.6.1.5.2 The treasurer shall make available the annual financial report of the Corporation to all members upon request.

6.6.2 Vacancies in the ranks of officers shall be filled by the action of the Executive Committee until the next NAFCA election.

ARTICLE VII - NAFCA BOARD OF DIRECTORS

7.1 The Board of Directors

7.1.1 The Board of Directors shall include the NAFCA officers and the state directors.

7.1.2 The president shall be the first presiding officer.

7.1.3 Board of Directors Meetings shall be held at least four times annually during the month immediately following the close of each fiscal quarter.

7.1.3.1 Meetings shall be held when called by the president, or upon the written request of any five members of the Board of Directors.

7.1.3.2 Twenty days notice of any Board of Directors Meeting shall be given.

7.1.4 It shall have the usual powers of directors and shall have the general guidance and management of the business of the association.

7.1.4.1 It shall have the right to make contracts and buy and sell property.

7.1.5 It shall interpret the bylaws and establish policy when necessary.

7.1.5.1 It must approve proposed bylaw changes before submission to the NAFCA membership.

7.1.6 It shall have the power to appoint personnel to carry forward the affairs of the association.

7.1.7 It shall approve the annual budget of NAFCA.

7.1.8 It is responsible for the setting and revision of membership dues and fees.

7.1.9 It shall designate and revise organizational procedures for chapter formation.

7.1.10 It shall have the right to take action as necessary to warn or otherwise discipline members, chapters, and NAFCA state and national officers whose actions conflict with NAFCA purpose.

7.1.10.1 Offenders have the right to a hearing before the Board of Directors and the right to twenty days notice of same.

7.1.10.2 A two-thirds vote of the Board of Directors shall be necessary for the removal of any NAFCA member.

7.1.10.3 A two-thirds vote of the Board of Directors shall be necessary for the removal of any NAFCA state or national officer for inaction during his/her term of office.

7.1.11 It shall appoint an auditor(s) to audit annually the books of NAFCA.

ARTICLE VIII - NAFCA EXECUTIVE COMMITTEE

8.1 The Executive Committee shall consist of the president, 1st and 2nd vice president, past president, secretary, treasurer, and two state directors elected by the NAFCA board.

8.2 Between the Board Meetings it has all the powers of the Board except for the setting of fees.

8.2.1 It is responsible to the Board for its action in the conduct of NAFCA affairs.

8.3 It shall fill NAFCA officer vacancies until the next election.

8.4 It shall be responsible for all NAFCA Financial and statistical membership records.

8.5 It shall procure necessary equipment and supplies.

8.6 It shall be responsible for proper operation of Campfire Chatter.

ARTICLE IX - NAFCA STANDING AND SPECIAL COMMITTEES

9.1 Standing Committees shall be determined by the Board of Directors.

9.1.1 They shall conduct their Board assigned responsibilities and make periodic reports and recommendations to the Board.

9.1.2 Members are to be appointed by the president.

9.1.2.1 Their terms of office correspond to that of the president.

9.1.2.2 They are eligible for reappointment.

9.2 Special Committees carry out specific tasks determined by the president and not otherwise assigned to standing committee.

9.2.1 Members are appointed by the president.

9.2.2 They cease to function when they make a final report to the Board.

9.3 It is the duty of each committee to organize at its first meeting.

9.4 Any member is eligible for appointment to committees except the Nominating Committees.

9.5 The president or his designee is an ex-officio member of all Committees except the Nominating Committees.

ARTICLE X - STATE ORGANIZATION

10.1 A state is organized upon the chartering of two active chapters.

10.2 An organized state is entitled to a state director. The term "State Director" shall be defined as the elected official.

10.2.1 He/she is responsible for conducting the affairs of his/her state and for maintaining communications between the state and NAFCA.

10.2.2 He/she shall be a member of the NAFCA Board of Directors and the State Coordinating Committee.

10.2.2.1 He/she may designate in writing an elected deputy state director as an authorized voting member of the Board of Directors in his/her absence.

10.2.3 He/she is eligible to be a member of the NAFCA Officer Nominating Committee.

10.2.4 His/her term of office shall be two years or until his/her successor assumes office.

10.2.5 No state director or spouse can hold a NAFCA office concurrently or vice versa.

10.2.6 Qualifications for State Director.

10.2.6.1 He/she shall have served as an elected State Officer, Chapter Officer, or delegate.

10.2.6.2 He/she shall reside within the state or be a member of a chapter chartered within the state.

10.2.7 Nominations

10.2.7.1 A nominating committee of at least 3 members who reside within the state or is a member of a chapter chartered within the state shall be selected by the State Coordinating Committee.

10.2.7.2 Voting coordinating committee members shall have the right of nomination from the floor.

10.2.7.2.1 Any floor nominations must be accepted orally or in writing by the nominee.

10.2.8 Elections shall be by voting members of the State Coordinating Committee present at a meeting held between January 1 and March 1 in alternating years to coincide with NAFCA elections.

10.2.8.1 Elected state directors are to assume office by April 1 of the year of election.

10.3 Deputy State Directors

10.3.1 Any state having two or more chapters within the state is entitled to a deputy state director and additional deputy state directors may be elected at the discretion of the state coordinating committee.

10.3.2 They assist the state director.

10.3.3 They maintain communication between chapters and the state director and assist him/her in all matters pertaining to their state.

10.3.4 They are members of the State Coordinating Committee.

10.3.5 Qualifications for Deputy State Director.

10.3.5.1 He/She shall have served as an elected chapter Officer or delegate.

10.3.6 Nominations are the same as for the state director.

10.3.7 Elections and assuming office are the same as for the state director.

10.4 Other state officers

10.4.1 Secretary and/or Treasurer may be elected by the voting members of the state coordinating committee and are state officers.

10.4.1.1 They shall assist the state director in all matters pertaining to their state commensurate with the duties of the office to which elected.

10.4.1.2 Qualifications, of other state officers, nominations, elections and assumption of office are the same as for the Deputy State Director.

10.5 State Coordinating Committee

10.5.1 The State Coordinating Committee shall be composed of two delegates from each chapter within the state, the state director, the deputy director, immediate past state director and other necessary elected state officers.

10.5.1.1 Chapter delegates must be officially certified by their chapter in writing, to the state director.

10.5.2 The state director shall be the presiding officer.

10.5.3 Duties

10.5.3.1 To organize and coordinate major events of the state.

10.5.3.2 To encourage the interchange of ideas and cooperation among chapters within the State.

10.5.3.3 To assist in the formation of new chapters within the state.

10.5.3.4 To establish and maintain cooperation and communication between its various members, state and local agencies and legislatures and NAFCA in matters of common concern.

10.5.3.5 Transmit action and policy and program recommendations to the Board of Directors through the state director.

10.5.4 Meetings

10.5.4.1 There shall be at least three meetings annually subject to the call of the state director or upon written request of three members, or 10 percent of the members, whichever is greater.

10.5.4.1.1 An annual meeting shall be designated between January 1 and March 1 in alternating years for the purpose of electing state officers.

10.5.4.1.2 Fourteen days written notice shall be given of all meetings.

10.5.5 Each state has the responsibility to arrange an annual visit of a national officer.

10.5.6 It shall fill officer vacancies until the next election.

ARTICLE XI – CHAPTERS

11.1 A chartered chapter composed of local association members is the basic organizational unit of NAFCA.

11.1.1 All chapter members must be NAFCA members in good standing.

11.2 They may be chartered by the NAFCA Board upon written request of local members after following prescribed organizational procedures.

11.3 Chapter bylaws must not conflict with these NAFCA bylaws.

11.3.1 Current chapter bylaws must be filed with the NAFCA Secretary.

11.4 Chapters are fully responsible for any financial and legal obligations which they incur.

11.5 individual chapters may incorporate.

11.6 All chapter membership limitations must be approved by the NAFCA Board before establishment.

11.7 Officers

11.7.1 The chapter officers shall be a president, vice president, secretary and/or treasurer.

11.7.2 Chapter officers shall be elected at least biannually preferable in alternating years coinciding with NAFCA elections.

11.7.3 Duties

11.7.3.1 It is the duty of the president to guide and conduct the affairs of the chapter and to insure that its activities are in agreement with the principles and objectives of NAFCA.

11.7.3.1.1 He/she shall insure that the secretary forwards a current membership list to the NAFCA secretary annually during the month of April.

11.7.3.1.2 He/she shall require that current NAFCA membership cards be shown by all chapter members annually and in all cases involving the election of chapter officers.

11.7.3.1.3 He/she shall insure that the secretary forwards in writing to the NAFCA secretary and state director the names of newly elected chapter board members and delegates within thirty days of election.

11.7.3.2 It shall be the duty of the vice president to be familiar with the duties of president, to be prepared to assist and support the president in the performance of his duties at all times and to perform the duties of the president in the absence of the president.

11.7.3.3 The secretary shall maintain accurate written records of all chapter meetings and correspondence and forward current membership lists to the NAFCA secretary annually during the month of April.

11.7.3.4 The treasurer shall handle all financial matters of the chapter, keep accurate records thereof and present regular financial report to the membership.

11.7.3.5 The offices of secretary and treasurer may be combined or subdivided if desirable.

11.8 Board of Directors

11.8.1 It shall consist of the officers plus directors including the immediate past president to make an odd number with a minimum of five.

11.8.2 Directors are to be elected at the same time and in the same manner as chapter officers.

11.8.3 Duties

11.8.3.1 They govern the affairs of the chapter subject to the approval of membership.

11.8.3.2 The Board is empowered to fill vacancies occurring in its ranks until the next regular election.

11.8.4 Two delegates from the board of directors shall represent the chapter's interests at State Coordinating Committee meetings and report action of these meetings to the chapter.

11.8.4.1 The president and/or secretary may appoint in writing a delegate to serve in the absence of the regular delegate

for one meeting only.

11.9 The charter of a chapter may be revoked for just cause by the NAFCA Board of Directors upon recommendation of the State Coordinating Committee.

11.10 Each chapter has the responsibility to arrange an annual visit of the state director or his deputy to a chapter meeting.

ARTICLE XII - NON-CHAPTER MEMBERS

12.1 Non-chapter members shall be:

12.1.1 Privileged to vote for the NAFCA officers.

12.1.1.1 They are represented by the NAFCA officers.

12.1.2 Privileged to vote on amendments to these bylaws.

12.1.3 They are represented by their state officers in organized states.

12.2 They influence NAFCA's policies and decisions by contacting their elected officers and through communications printed in Campfire Chatter.

12.3 They are encouraged to attend and participate in all NAFCA functions.

ARTICLE XIII – QUORUMS

13.1 The national annual meeting or special meeting of membership quorum shall be Fifteen memberships.

13.2 The Chapter meeting quorum may be established by Chapter Bylaws.

13.3 All other Board Committees, Sections or Group quorums shall be a majority of members of the same.

ARTICLE XIV - FISCAL YEAR

14.1 The fiscal year of NAFCA shall begin on April 1st.

ARTICLE XV - RULES OF ORDER

15.1 The rules contained in the current edition of Robert's Rules of Order serve as the final authority in all proceedings of NAFCA business meetings except where they are in conflict with bylaws.

ARTICLE XVI – AMENDMENTS

16.1 These bylaws may be amended through the following steps.

16.1.1 Initiated by the NAFCA Board itself or by petition signed by seventy five voting members and submitted to the NAFCA Board or its officially designated committee.

16.1.2 A two thirds favorable vote of the NAFCA Board.

16.1.3 Ratification by two thirds of the total of:

- (a) Those members of NAFCA entitled to vote at a duly constituted meeting of NAFCA, and
- (b) Members of NAFCA having voted at the said meeting by proxy.

16.1.3.1 Notice of proposed amendments and official proxy must be given In Campfire Chatter at least thirty days prior to voting.

16.1.3.2 To be considered valid, ballots must be submitted at the meeting. If voting by proxy, the proxy must be received in the NAFCA PO Box five days before the scheduled vote, or delivered to the meeting by an attending member of NAFCA. The proxy must be contained in an envelope containing the member's name and membership number. If there is more than one proxy in the envelope each member's name and membership number must be on the envelope. The proxies are to be given to the presiding officer who will open the envelopes and deposit the proxies into the ballot box to be used by those voting in person.

16.2 Amendments become official immediately upon the ratification as their effective date.

ARTICLE XVII - USE OF THE NAFCA NAME AND OFFICIAL SEAL

17.1 Individuals or chapters shall not use the NAFCA name for the purpose of obtaining special privileges or advantages unless authorized by the NAFCA Board.

17.2 The NAFCA name and official registered seal or those of its subdivisions shall not be used in any commercial application without authorization by the NAFCA Board of Directors or its authorized agent.