

Palm Coast Traveling Sams Standard Operating Procedures (SOP's)

- Chapter President, Vice President, Treasurer and Secretary will be elected positions with 2 year terms in office. All other positions (Wagon Master, Membership Coordinator, Historian, Sunshine Person, etc.) are voluntary.
- All members will be charged \$15.00 per rig for annual dues which will be collected by the Chapter Treasurer each October. If a member's dues are not paid by the end of November, that member will be removed from the active roster.
- An initiation fee of \$50.00 will be charged to new members to cover Chapter patches, name tags and lanyards. In addition, new members will be charged \$15.00 per rig for annual dues. The dues will not be prorated based on when the new member joins the Chapter.
- Meetings will be held at Chapter camp-outs. During any month where no camp-out is scheduled, the meeting will be held on the first Monday of the month. Meetings will not be held during the months of June, July and August. Members attending any given meeting will be considered to be a quorum.
- To join the Chapter you must be an active member of the Good Sam Club. Prospective members must attend at least one Chapter meeting and one Chapter camp-out prior to submitting an application for membership.
Upon application submission, at a regularly scheduled meeting, a vote to accept or reject the perspective membership application will be taken. Majority vote rules. If no regular Chapter meeting is scheduled, the Chapter President, or his/her designee, may conduct an electronic vote of the Chapter membership utilizing the same quorum/majority procedures.
Following the vote, the Chapter President will inform the applicant of the results.
- Chapter members are required to attend a minimum of 1 meeting/camp-out per year.
- During the months (Feb, Apr and Nov) when Florida State Rallies are held, the Chapter meetings will be held at the Rally.
- Chapter name tags are to be worn at Chapter meetings, Samboree functions and Chapter outings unless waived by the outing Wagon Master or Chapter President. Members not wearing their name tags will be assessed a \$1.00 fine which will be added to the Boggy Creek fund.
- The Chapter "uniform" will consist of royal blue shirt, tan slacks/shorts/skirt, and a red vest. The uniform will be worn at all official Good Sam functions i.e. Samboree opening ceremonies etc. Members are encouraged to wear the blue shirts with the embroidered Chapter name for Samboree outdoor games.
- All members are encouraged to host/co-host a Chapter camp-out on a semi-annual basis. Host's camp-out expenses will be reimbursed using the following formula: the

expenses will be divided by the number of rigs in attendance with individual rig costs not to exceed \$20.00 (\$10.00 for single members). The exception to this will be the Christmas outing where the Chapter will provide \$300.00 to the hosts. Any expenses exceeding the \$300.00 Chapter donation will be reimbursed using the afore mentioned "not to exceed \$20.00 per rig" formula.

- The Chapter's designated charity will be Boggy Creek.
- The only "Chapter" flea market will be at the April Samboree in Okeechobee. Proceeds will be donated to Boggy Creek.