

Happy Trails RV Club Board Minutes

April 28, 2010

Officers present: Donna Robertson, Judy Wilton, Sherry Pfister

It was confirmed that Judy will Book NC2 for meetings November 2010 – April 2011 from 3:30 – 7:30 the first Thursday of each month. (*Done – Booked for 3:30 – 7:30 p.m.*)

Current positions we will need in the near future were discussed:

Trip Director: This will be Donna until we find someone to fill this position. He/she will oversee the trips for the year and will be responsible for wagon masters for each campout. We will recommend that each wagon master has a committee head in charge of entertainment and food.

Sunshine Director: To notify group of anyone sick or if there is a death and send out cards.

Historian: To keep records of events and any important “happenings” initially in paper format and hopefully later to be published on the website.

Membership Director: Sherry felt this went very well with her position and with her computer expertise volunteered to take this on as part of her position. She volunteered to get pictures of new members at the first meeting for the directory. Those that do not wish to have their information published should not get their picture taken. Once the picture is taken it will be their affirmation that it is okay to publish their email addresses and phone numbers. Sherry has made up a form to gather the necessary information when member sign up. She will also get a copy of the by-laws and mission statement for the directory and also make letterhead with our club name and tag line on it, along with a picture (logo) to go with the name.

Each new member will receive a membership packet. Our initial packets will include:

- List of Officers and Directors to date along with their phone numbers and email address
- By-laws
- Mission Statement
- Dues due date and delinquent date
- Information about the first campout

Other director positions are to be filled as the club grows: Entertainment/information director for monthly meetings (will decide what to do before, during and after the meetings), website, monthly newsletter (to go out by email or recent one to be put in the new member

packet) and possibly merchandise director. Other positions may be created or divided as needed.

We decided as an initial promotion to get members, that we would offer the first campout free as an incentive to get people to sign up. This is the campout to Roosevelt Lake in December. The rent is \$1 per person and would be paid for out of dues collected to date. We determined Donna needs to find out what the deadline would be to sign up and also how many RVs could go in a “loop” or if two loops would be close enough in proximity to make this work before making this offer public. We do not want to offer a free campout and then tell someone who joined there is no room for them to go or that the loops are separated by two great a distance and as a result lose the group cohesiveness.

Judy needs to find someone to take minutes for the November meeting.

The November 4th meeting was discussed. It was determined we would have a welcome from our president and an overview of what the club is envisioned to be about. Donna has invited the president of Sun City Grand to attend and give prospective members an overview of their club and the benefits members enjoy. We will go over our mission and by-laws and general rules governing campouts. Donna, as wagon master of the first campout will discuss the benefits of attending the Roosevelt Lake campout. Other campouts will be mentioned and a brief overview of what is planned will be discussed. Prospective members will be able to sign up this night and their picture will be taken for the membership directory. The December meeting and social event following will be discussed. It is hoped we will be able to find an entertainment director at this meeting. Other details for this meeting will be mentioned as Donna sees fit. As new members sign up, Donna will give them our first version of a membership directory.

December 2nd meeting: It was decided to have a short meeting dealing with essentials only and new member sign up. The rest of the time would be left to the entertainment committee to plan a social for the group.

January campout to QZ: Judy reported that she had spoken to one of the organizers of a campout to QZ already in existence in Happy Trails. She broached him about the possibility of them joining the Happy Trails RV Club and becoming the wagon masters for the same. The idea would be to have the group join the greater club and do the campout as our club event for January. (*One of the organizers is away and Judy is waiting to hear back.*) If they decline and this does not come to pass, Judy will resume her position as wagon master for the event unless someone else comes forward to do this.

Sherry will check to see if we can get our own mailbox.

Judy had spoken extensively to the president of Sun City Grand. One of the things they have is a merchandise director. SCG gave us the name and number of this person and they have T-shirts, mugs, caps, etc. There is a wide variety of merchandise available for membership or to be utilized as souvenirs for campouts. If we want to utilize them for such things, we could. It was agreed, this would be reviewed in the future.

Judy also mentioned that Sun City Grand also has each officer and director revise their job description before handing it off to their replacement. Judy thought it would be most helpful and save us a whole lot of work if we could get a copy of these job descriptions. Plus it will save us a huge amount of work and has the potential of helping us do things right from the get go. Exact job descriptions are yet to be defined and Donna will contact SCG RV group to see if they will give us their job descriptions for their officers and directors. (*Done – Donna received them from SCG*)

Judy gave Donna Mary's email address. She lives in The Ranch and has all the email addresses of the RV'rs who live there. Mary offered to share these so we could email them information about the Happy Trails RV Club. Donna is gathering email addresses and will shortly send out an email announcing the formation of the club, our mission, our first club meeting, potential campouts and other pertinent information in order to get members. She encouraged us to get as many email addresses and we could so she could include them in her list.

Donna will ask Bob Cathey to be Vice President. We discussed the fact that this person would be groomed to take over the president when the president resigns. (*Done and Bob has accepted.*)

Campouts: It was determined that all payments should be made by check. The memo needs to be filled out with exactly what the payment is for. The check will serve as the receipt. We will not accept deposits. Payments must be made in full. There should be no collection of dues or fees other than by the treasurer.

By-Laws:

We discussed the cancellation policy for campouts and determined it needed to be part of our by-laws. It was decided that: **After a member has signed up, paid and later has to cancel for any event or campout held by the club, there will be a \$10 non-refundable fee assessed. If a venue determines that they would refund all or part of a fee, then we will refund the member the portion that is refundable less the \$10 cancellation fee. If no refund is forthcoming from a venue, then we will not refund anything. If the member cancelling is able to find a replacement, that member can collect the fees from the person replacing them in order to recoup their money and notify the club of the same.**

We also determined we needed to add a by-law regarding what to do about a member wanting to invite a guest on a campout. The by-law would read: **Any resident member wishing to go on a campout will be given first priority to sign up. A deadline date will be published for member residents to sign up. After that date, we will open the registration to members wishing to invite guests. A guest is considered to be someone who will be residing in the park less than 30 days or who lives outside the park.**

Once the two by-laws mentioned above are finalized that this is the way we want them to read, Judy will email them to Brent so that they are submitted to the board along with our initial application to become a chartered club of Happy Trails.

It was also discussed that after the campout was opened to members and guests and still not full, that down the road we might invite members of the Sun City Grand and Sun City RV clubs to fill the vacancies. This would be done in order to reciprocate as this is what they do.