



# **FRVA Governing Board Meeting**

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**Tuesday, June 30, 2026 ★ Sedalia, Missouri**

*Please bring this booklet to the meeting.*




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**Proposed Standing Rules  
Governing Board Meeting  
Sedalia, Missouri  
June 30, 2026**

- RULE #1 The sequence of the agenda may be adjusted by the Chair for conservation of time as necessary to facilitate meeting business.
- RULE #2 National Officers, Immediate Past President, National Directors, Alternate National Directors, Temporary Delegates, and other invited guests of the Chair shall be seated in their designated area. Observers and visitors will be seated in the visitors' area.
- RULE #3 Voting credentials shall be issued to National Officers and to each National Director, or in his/her absence, the Alternate National Director, or a duly elected temporary delegate representing a chapter. These credentials are to be used for vote counting.
- RULE #4 Reading of the minutes of the previous meeting will be waived unless there is objection that is confirmed by a majority vote. The Executive Board has been appointed to approve the minutes of this Governing Board meeting.
- RULE #5 A motion regularly made and seconded must be stated by the Chair before any action will be in order, and the motion is to be submitted in writing by its mover. Motions made by committees do not require a second.
- RULE #6 No secondary amendments can be moved during the consideration of any primary amendment to a pending motion.
- RULE #7 A member wishing to speak shall proceed to the microphone and, after being recognized by the Chair, announce his/her name and the chapter represented, and membership number. This member shall be prepared to speak immediately about the pending business.
- RULE #8 A member shall speak no more than two times on any question and not more than two minutes each time. Every member shall have the opportunity to speak once on an issue before a member can speak the second time.
- RULE #9 The Chair shall not recognize a "Call for the Question" during the first 10 minutes of discussion on any motion. However, in the absence of opposing views, the Chair can recognize a "call for the question" sooner.
- RULE #10 The Chair shall state every question properly put to the Board and shall state what an affirmative vote means and what a negative vote means, and before putting the question to vote may say, "Are you ready to vote?" After waiting for a reasonable time, the Chair shall put the question to vote. The Chair shall announce the results of the vote.

- RULE #11 Voting will be done by voting credentials, rising vote, or by written ballot. All results will be announced.
- RULE #12 All members are requested to remain on the floor during voting.
- RULE #13 Any National Director wishing to leave the floor during the session is requested to advise the Alternate National Director, if any, so that the Alternate National Director will be entitled to vote in his/her absence.
- RULE #14 Any member using objectionable language shall be called to order by the Chair, and if the member persists, he/she shall have his/her time to the pending question revoked and his/her remarks stricken from the records and be removed from the room. The removed member shall be replaced by the Alternate National Director if available.
- RULE #15 These Standing Rules may be altered or amended by simple majority affirmative vote of the members present prior to adoption by the Governing Board and may be amended later by a 2/3 vote.
- RULE #16 The Chair grants permission for invited guests of the Chair who are seated in the Governing Board section to address the Governing Board without prior notification.
- RULE #17 The meeting shall be adjourned no later than 5:00 p.m. except by motion approved by majority vote of those present.
- RULE #18 All reports shall be automatically filed upon completion of their presentation to the Governing Board. Items in reports that require a vote by the Governing Board shall be voted on separately or combined and voted on at the end of the report.
- RULE #19 All cellular telephones and any other personal communication devices should be set to silent mode or turned off so as not to disrupt the progress of the meeting. There shall be no telephone conversations on the floor.
- RULE #20 Members who move to call the question must be at the microphone to do so.

**Agenda**  
**Governing Board Meeting**  
**Sedalia, Missouri**  
**June 30, 2026**

Call to Order  
Invocation  
Pledge of Allegiance to the Flag of the United States of America  
National Anthems (Canada and United States)  
Designate Assistant to the Secretary  
Designate FRVA Review Council to serve as Sergeant at Arms  
Appointment of Tellers for Counted Voting  
FRVA Review Council Report on Credentials  
Adoption of Standing Rules  
Adoption of Agenda  
Introduction of Head Table  
Reading of Minutes (see Rule #4)  
Treasurer's/Finance Committee Report  
Executive Director's Report  
Standing Committee Reports  
    Constitution and Bylaws Committee  
    Convention Committee  
    Policy and Procedure Committee  
Recess for Lunch  
Reconvene after Lunch  
Commercial Council Report  
FRVA Review Council Report on Credentials  
Special Committee Reports  
    AMS Committee  
    Contract Committee  
    Education Committee  
    Enhancing FRVA Committee  
    Governance Committee  
    Member Services Committee  
    Recruitment Committee  
    Retention and Member Satisfaction Committee  
    Risk Management Committee  
    Recognition of Technical Advisory Committee  
    Towable Committee  
FRVA Review Council Report  
Executive Board and Board of Directors Actions  
National President's Report  
Unfinished Business  
New Business  
    Membership Dues  
    Fiscal Year 2027 Proposed Budget  
Adjournment

**Finance Committee  
Report to the Governing Board  
Sedalia, Missouri  
June 30, 2026**

**Finance Committee (FRVA)  
Report to the Executive Board  
February 20, 2026**

A meeting of the Finance Committee of Family RV Association was held on February 11, 2026, via teleconference. The committee is forwarding the following recommendations to the Executive Board:

1. To set aside \$200,000 for the purpose of education for FRVA's 2026 fiscal year budget.
2. To recommend moving FRVA's investment portfolio from Corient Wealth Management to FIDES Wealth Strategies Group.

**Finance Committee (FRVA)  
Report to the Executive Board  
April 24, 2026**

A meeting of the Finance Committee of Family RV Association was held on April 23, 2026, via teleconference and in Cincinnati, Ohio. The committee is forwarding the following recommendations to the Executive Board:

1. To earmark 50% of the association's net operating earnings to each of the reserve funds in the investment portfolio as outlined in Policy & Procedure #2035, Reserve Funds.
2. To set aside \$200,000 for the purpose of education for FRVA's 2027 fiscal year proposed budget.
3. To accept the Wage Review Board's recommendation to approve the salaries for 2026, in the amount of \$1,827,232.88, as outlined in Policy & Procedure #4012, Wage Review Board.
4. To accept the 2027 fiscal year proposed budget with a surplus of \$6,960.81.

**Finance Committee (FMC)  
Report to the Board of Directors  
February 20, 2026**

A meeting of the Finance Committee of Family Motor Coaching, Inc., was held on February 11, 2026, via teleconference. The committee is forwarding the following recommendations to the Executive Board:


1. To set aside \$200,000 for the purpose of education for FMC's 2026 fiscal year budget.
2. To recommend moving FMC's investment portfolio from Corient Wealth Management to FIDES Wealth Strategies Group.

**Finance Committee (FMC)  
Report to the Board of Directors  
April 24, 2026**

A meeting of the Finance Committee of Family Motor Coaching, Inc. was held on April 23, 2026, via teleconference and in Cincinnati. The committee is forwarding the following recommendations to the Board of Directors:

1. To earmark 50% of the association's net operating earnings to each of the reserve funds in the investment portfolio as outlined in Policy & Procedure #2035, Reserve Funds.
2. To set aside \$200,000 for the purpose of education for FMCA's 2027 fiscal year proposed budget.
3. To accept the Wage Review Board's recommendation to approve the salaries for 2026, in the amount of \$1,827,232.88, as outlined in Policy & Procedure #4012, Wage Review Board.
4. To accept the 2027 fiscal year proposed budget with a surplus of \$6,960.81.

Respectfully Submitted,

  
Ken Lewis  
National Treasurer

**Executive Director's  
Report to the Governing Board  
Sedalia, Missouri  
June 30, 2026**

The following is a report of activities that have occurred since the July 2025 convention in Gillette, Wyoming. This is a summary of the high-level projects and changes that have taken place during the past year and does not represent all of the work the staff and officers have completed.

**Horizon Association Management System**

Horizon, Family RV Association's new association management system (AMS), is very close to being fully operational after nearly a year of development. Designed specifically for FRVA, this new system was built to serve our needs for years to come with improved functionality for both members and staff.

Signing up to become a member and renewing is easier than ever; member access to their profile and the ability to change information is a snap; registering for conventions or area rallies takes a fraction of the time that it did with our previous Protech system; and chapter officers will be able to access rosters, reports and other information about their group with a couple of clicks.

There was – and still is – a learning curve for those logging into the system for the first time, but once access is gained, members have the ability to change their address; manage email communications that they receive from the association; add information about their RV and their interests; pull up past membership and rally invoices; and more.

If you haven't logged into the system, you are encouraged to do so with the email address that you currently use for your membership, which should be the same address your FRVA email is sent to. If you do not know the email address associated with your membership, call the national office at (800) 543-3622 or send an email to [membership@frva.com](mailto:membership@frva.com) and a staff member will assist you.

Besides the added functionality and ease of use that Horizon offers, it also will save FRVA money moving forward. Over the course of five-plus years using Protech as our management system, more than \$1,055,000 was spent for its usage. The cost to build Horizon, as of May 15, 2026, is \$291,986.66. Now that development is completed, staff will maintain and update the system on their own instead of paying Protech to do the work. There may be occasions when outside help is needed to enhance the system, which will be covered in a separate expense line in the budget.

**National Office Staff**

During the past year, the national office staff has undergone major changes as we embark on an ambitious plan to increase our marketing presence, improve benefits and services, and increase membership through new member recruitment and higher retention of current members.

On the management side:

- Doug Uhlenbrock was named executive director after spending the past 12 years as the director of Events.
- Sherry Light moved from the project manager position to become our director of Membership.
- Allen Evans, an FRVA member, joined the staff as our director of Information Technology.
- Robbin Gould, editor of the magazine for over 30 years, was elevated to the director of Communications position.
- Jack O'Reilly Tanner was hired just prior to the Perry convention as our director of Events.
- Whitley Jones was hired in the middle of May as our director of Marketing.

Other new hires over the last year have included:

- Administrative: Jeff Scheeler, controller; Marcie Barnett, associate accountant
- Communications: Brandon Jones, graphic designer; John Hamilton, associate editor
- Information Technology: Josh Bentley, Tech Connect specialist; Ian Scheeler, systems engineer
- Membership: Max Edde, assistant; Heather Howard, assistant; Kobe Justice, digital marketing assistant

Promotions over the last year include:

- Events: Jordan Yeardeley, Events sales rep & coordinator
- Information Technology: Brock Erdman, software developer; Noah Wilson, software engineer

### **Clough and Round Bottom Properties**

On May 13, 2026, National President Paul Mitchell signed a contract to sell the adjoining residential property at the national headquarters location on Clough Pike to a development company that will build homes on that space. The closing date is scheduled for July 31, 2026.

National Vice President Bob Weithofer has enlisted the services of Wentz Design in Cincinnati to begin plans for the renovation of the Round Bottom Road facility to house the national office staff in one location. Until plans are developed, a timetable for the beginning of work and estimated completion is yet to be determined. Once the Round Bottom renovation is underway, the remainder of the Clough property, including the national office building, will be put on the market.

By moving all operations to the Round Bottom facility, FRVA will eliminate general operations costs associated with the Clough property (HVAC, utilities, landscape, maintenance, etc.) along with required insurance fees and taxes.

### **Cost Savings and Waste Reduction**

During the past nine months, National Treasurer Ken Lewis, IT Director Allen Evans, and Controller Jeff Scheeler identified numerous areas where FRVA was making redundant payments on items and services; regularly paying past due fees on invoices; and paying for services that were no longer being used. They eliminated data center and server costs by moving data to the cloud; renegotiated and reduced software and subscription licenses; reviewed and reduced insurance costs; and more. The estimated annual savings for the 2026 fiscal year will be over \$100,000.

### **Incoming Area Presidents**

The following members have been elected presidents of their respective areas and will be installed as members of the Executive Board on Friday, July 3, during the Annual Meeting:

Nancy Craig – Eastern Area

Gary Babcock – Great Lakes Area

Randy Johnson – International Area

Donald Scherck – Northwest Area

James McDaniel was elected to serve a second term as Western Area president.

Family RV Association thanks outgoing area presidents Gary Lyons (Eastern Area), Kevin Watters (Great Lakes Area), Dick Lowman (International Area), and Barbara Schleuse (Northwest Area) for their dedication and service as members of the Executive Board.

### **2027 Conventions**

Family RV Association will return to the Georgia National Fairgrounds and Agricenter in Perry, Georgia, March 18-21, 2027, for the 114<sup>th</sup> International Convention & RV Expo. The convention was originally scheduled as a Wednesday through Saturday event but has been changed to a Thursday through Sunday convention to make it possible for more members and locals to attend. Look for more information about this convention beginning in August. Registration will open on September 18, 2026.

With Governing Board approval, next year's summer convention will take place at the Heart of Oklahoma Exposition Center in Shawnee, Oklahoma, August 19-22, 2027. More details about this event will be available near the end of this year, with registration opening in mid-February.

Respectfully submitted,



Doug Uhlenbrock, Executive Director

**CONSTITUTION AND BYLAWS COMMITTEE  
REPORT TO THE EXECUTIVE BOARD  
MARCH 14, 2026**

The Constitution and Bylaws Committee held a video conference meeting on March 3, 2026, and the committee is forwarding the following recommendations to the Executive Board:

**1. A proposed Bylaws Amendment to Article II – Definitions, Paragraphs (1)**

This proposed amendment clarifies the definition of a family unit.

**2. A proposed Bylaws Amendment to Article III, Membership, Paragraphs (3)(f) and (4); and Article IX, Executive Board, Paragraph (4)**

This proposed amendment gives Associate Members the right to vote and hold office in chapters and some area association positions which benefits both chapters and areas in providing more members qualified to hold office. The amendment still restricts Associate members from serving in a National Officer position.

**3. A proposed Bylaws Amendment to Article VIII, Governing Board, Paragraph (8)**

This proposed amendment approved by the 2025 Governing Board reduces the quorum for the Governing Board to transact business.

**4. A proposed Bylaws Amendment to Article XVII, Chapters, Paragraphs (2) (3), (5) (7) and (14)**

This proposed amendment removes the Associate Chapter category, reduces the number of required members required to seven. *The Executive Board voted to strike the words “for a one- or two-year term” from the proposal to eliminate the term limit.*

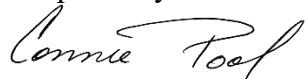
**5. A proposed Bylaws Amendment to Article XVII, Chapters, Paragraph (5)**

This proposed amendment allows Associate Chapters to have a voice on the Governing Board and designates the chapter president to be the voting delegate or appoint a voting delegate to the Governing Board. *The Executive Board voted to strike the words “for a one- or two-year term” from the proposal to eliminate the term limit.*

The committee reviewed the Nomination and Consent form for National Officers and made suggested edits, which will be referred to the Policy and Procedure Committee for a new P&P #4008/A which addresses the RV-Related business requirements as requested by the Governing Board in 2025.

The committee will review the Chapter Bylaws Format and the Area Association Format and send updates to the Policy and Procedure Committee.

Respectfully submitted,



Connie Pool, Chairman  
Constitution and Bylaws Committee

2026 PROPOSED BYLAWS AMENDMENT

**PROPOSAL #1**

**Article II, Definitions**

Amend this article to read:

- (1) The term “family unit,” as used herein, is defined as a person; his or her spouse, or partner; dependents of each, ~~regardless of age; non-dependent grandchildren and great-grandchildren aged 18 and under.~~

**COMMITTEE RATIONALE:**

The Constitution and Bylaws Committee is recommending this change to clarify the definition of a family unit.

*The Constitution and Bylaws Committee recommends adoption of this amendment.*

*The Executive Board recommends adoption of this amendment.*

2026 PROPOSED BYLAWS AMENDMENT

PROPOSAL #2

**Article III – Membership, Paragraphs (3) (f) and 4.**

- (3) (f) A Member Emeritus/Family Associate is an FMCA member who no longer owns a recreational vehicle. A Member Emeritus/Family Associate shall be required to pay dues and has the rights of a full member; however, shall not be eligible to hold a National office. A National officer converting to associate membership status may be allowed to complete his or her term of office.; ~~however, shall not be eligible to vote or hold elected office. An officer converting to associate membership status may be allowed to complete his or her term of office.~~
- (4) A member must own a recreational vehicle or at least 1/3 interest in a recreational vehicle in order to ~~vote or~~ hold a national office in FMCA; ~~a chapter, or an area association or to serve on a national committee.~~ This restriction does not apply to Full Lifetime or Life Members.

**Article IX – Executive Board, Paragraph (4)**

- (4) Any FMCA/FRVA Full, Full Lifetime or Life Member ~~voting FMCA member,~~ is eligible for election to the Executive Board. A national officer may not hold a chapter office, area office (except Area President), or a second national position simultaneously. ~~A full member may not accept a nomination for more than one national office simultaneously~~ and must be eligible to serve the complete term of the office for which they are accepting.

**COMMITTEE RATIONALE:**

Giving Associate Members the right to vote and hold office in chapters and some area association positions will benefit both chapters and area in providing more members qualified to hold office, plus keep the required membership numbers in chapters. This still restricts Associate members from serving in a National Officer position.

*The Constitution and Bylaws Committee recommends adoption of this amendment.*

*The Executive Board recommends adoption of this amendment.*

2026 PROPOSED BYLAWS AMENDMENT

**PROPOSAL #3**

**Article VIII, Governing Board, paragraph (8)**

Amend this article to read:

~~(8) Fifty one percent of the total Governing Board shall constitute a quorum.~~ A quorum for the transaction of business at the Governing Board meeting is 25% of the voting chapters or 75 members from the voting chapters, whichever is less.

**COMMITTEE RATIONALE:**

The Governing Board approved this wording in the 2025 Governing Board meeting. This implements the direction of the Governing Board. The Governance Committee was the original proposer of this amendment.

*The Constitution and Bylaws Committee recommends adoption of this amendment.*

*The Executive Board recommends adoption of this amendment.*

2026 PROPOSED BYLAWS AMENDMENT

PROPOSAL #4

Article XVII – Chapters, Paragraphs (2), (3), (5), (7), and (14)

Amend this article to read:

- (2) Any group of ~~fifteen~~ seven or more ~~voting~~ memberships may petition FMCA for a charter for the creation of a chapter. ~~Any group of seven or more voting memberships may petition FMCA for a charter for the creation of an associate chapter.~~ All ~~chapter or associate~~ chapter members must be FMCA members in good standing. An FMCA member may join more than one chapter.
- ~~(3) A chapter has Governing Board representation and is an organization of members with a scope within the United States and Canada. An associate chapter does not have Governing Board representation and may have a scope outside of the United States and Canada.~~
- (5) A chapter will elect a president, one or more vice presidents, a secretary, a treasurer, and a national director. ~~for a one or two year term. An associate chapter will elect a president, one or more vice presidents, a secretary, and a treasurer for a one year or two year term.~~ A chapter may elect in their bylaws to combine the positions of secretary and treasurer into a single position. A chapter has the option of whether to elect an alternate national director. However, a chapter ~~other than associate~~, must maintain at least three (3) members holding the officer positions in that chapter. An FMCA member may hold no more than two chapter offices simultaneously. A member may hold an office in two chapters; however, he/she may not hold the offices of national director or alternate national director in more than one chapter.
- (7) All chapters must maintain a minimum number of memberships in order to retain their accredited status.
- (a) A chapter must maintain a minimum number of ~~fifteen~~ seven FMCA memberships. A chapter that fails to maintain the required number of memberships shall revert to inactive chapter status, and the national director or alternate national director elected by the chapter shall have no vote in the proceedings of the Governing Board.
- ~~(b) An associate chapter must maintain a minimum of seven FMCA memberships. An associate chapter that fails to maintain the required number of memberships shall revert to inactive associate chapter status.~~
- ~~(14) No more than once a year, a chapter may change its status to an associate chapter, or an associate chapter of members with a scope within the United States and Canada may change its status to a chapter.~~

**COMMITTEE RATIONALE:**

The Constitution and Bylaws Committee is recommending this amendment to eliminate the Associate Chapter category. This allows the opportunity for all chapters to have representation on the Governing Board and helps the chapters to maintain a minimum number of members.

*The Constitution and Bylaws Committee recommends adoption of this amendment.*

*The Executive Board recommends adoption of this amendment with the suggestion to strike the words “for a one- or two-year term.”*

**PROVISOS:**

P&P #3012, Chapter Anniversary Presentations

P&P #3017, Chapter Officers – Nomination and Election Responsibilities

2026 PROPOSED BYLAWS AMENDMENT

PROPOSAL #5

Article XVII – Chapters, Paragraph (5)

Amend this article to read:

- (5) A chapter will elect a president, one or more vice presidents, a secretary, a treasurer, and a national director. ~~for a one- or two-year term.~~ If the chapter fails to elect a national director, the chapter president will be the temporary voting delegate for the chapter, unless a temporary delegate is elected or appointed by the chapter president. ~~An associate chapter will elect a president, one or more vice presidents, a secretary, and a treasurer for a one-year or two-year term.~~ A chapter may elect in their bylaws to combine the positions of secretary and treasurer into a single position. A chapter has the option of whether to elect an alternate national director. However, a chapter ~~other than associate~~, must maintain at least three (3) members holding the officer positions in that chapter. An FMCA member may hold no more than two chapter offices simultaneously. A member may hold an office in two chapters; however, he/she may not hold the offices of national director or alternate national director in more than one chapter.

**COMMITTEE RATIONALE:**

The Constitution and Bylaws Committee is recommending this amendment to include chapter presidents for the current Associate Chapters if they do not wish to elect a National Director. This change automatically includes the Chapter President serving as the Chapter Temporary Delegate or the Chapter President having the option to elect a Chapter Temporary Delegate if they wish to have a vote on the Governing Board.

*The Constitution and Bylaws Committee recommends adoption of this amendment.*

*The Executive Board recommends adoption of this amendment with the suggestion to strike the words “for a one- or two-year term” in the first sentence.*

**PROVISOS:**

P&P #3017, Chapter Officers – Nomination and Election Responsibilities

# NATIONAL OFFICER NOMINATION AND CANDIDATE CONSENT FORM

(please print)

Nominee's Name \_\_\_\_\_

Nominee's FRVA Member Number \_\_\_\_\_

The above-named Family RV Association member is referred to the Nominating Committee for consideration to be a candidate for the National Office of: (check one)

PRESIDENT       VICE PRESIDENT       SECRETARY       TREASURER

Nominated by: Member Number \_\_\_\_\_ Date \_\_\_\_\_

Member's Name \_\_\_\_\_

*Member's Signature* \_\_\_\_\_

\_\_\_\_\_  
Name of Chapter, Chapter Office, Area Office, or National Office

*A nomination may be submitted separately without the completed candidate consent section below.  
The nominee is required to submit a resume and signed consent by the deadline date.*

## CANDIDATE CONSENT TO SERVE

I wish to be considered as a candidate for National Officer by the Family RV Association Nominating Committee. If selected as a candidate, I hereby accept such nomination for a two-year term, and if elected, will perform the duties and accept the responsibilities of the office to the best of my ability. I agree to abide by the FMCA Constitution, National Bylaws and Policies and Procedures. In accordance with the FMCA Bylaws, ~~I am not employed by or hold a management interest in an RV-related association or company, and if elected, will not hold a chapter office, area office, or a second national position simultaneously.~~ I have no known conflict of interest, such as Financial interests, employment, Business or personal relationship that would compromise FRVA/FMCA. If in the future my status changes, I will alert the President and Executive Board. I am submitting a resume of my Family RV Association background, as well as my personal background and am attesting to the accuracy of this resume.

Candidate's Name \_\_\_\_\_

*Candidate's Signature* \_\_\_\_\_

FMCA Member Number \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Primary Phone (\_\_\_\_\_) \_\_\_\_\_ Secondary Phone (\_\_\_\_\_) \_\_\_\_\_

E-mail address \_\_\_\_\_

**SUBMIT FORMS AND RESUMES NO LATER THAN JANUARY 14, 2025**

E-mail: [chapters@frva.com](mailto:chapters@frva.com)

Fax: 513-474-2332

Mail: FMCA Nominating Committee, Attn: Chapters; 8291 Clough Pike, Cincinnati, OH 45244

**Convention Committee  
Report to the Governing Board  
June 30, 2026**

The Convention Committee of Family Motor Coaching, Inc. held several meetings and forwarded their recommendations to the Board of Directors.

**Convention Committee  
Report to the Board of Directors  
March 13, 2026**

A meeting of the Convention Committee of Family Motor Coaching, Inc. was held on February 13, 2026, via teleconference.

The committee is forwarding the following recommendations to the Board of Directors:

1. To recommend the location of Shawnee, Oklahoma, for the summer 2027 international convention.
2. To recommend the location of Tucson, Arizona, for the winter 2028 international convention.

**Convention Committee  
Report to the Board of Directors  
April 24, 2026**

A meeting of the Convention Committee of Family Motor Coaching, Inc. was held on April 10, 2026, via teleconference.

The committee discussed the following topics:

- Recent site visit to Sedalia, Missouri
- Set up locations for activities
- Seminar Rooms
- July 4<sup>th</sup> entertainment
- Picnic for that day
- Community parade
- Moving Governing Board meeting to Tuesday
- Farewell Luncheon
- Chapter Fair/Chapter Fest; forming a subcommittee of Dianna Huff, Julia Chesnut and Gary Lyons
- Service Dogs
- The Cvent app
- AIM group liability

Respectfully Submitted,



Bob Weithofer, Chairman

**POLICY AND PROCEDURE COMMITTEE  
REPORT TO THE EXECUTIVE BOARD  
MARCH 14, 2026**

A meeting of the Policy and Procedure Committee was held on March 9, 2026, via teleconference. The committee is forwarding the following recommendations to the Executive Board:

The committee recommends amendments to the following P&Ps:

**1. P&P #1017, Membership Fees and Dues**

Governing Board Approval Level

This P&P has been updated to account for the Governing Board's motion in their 2025, meeting to raise dues to \$100 and then the Executive Board's motion to reduce to \$99 for marketing opportunities.

**2. P&P #1028, Commercial Membership Fees and Dues**

Governing Board Approval Level

This P&P was updated to the amount voted on by the Governing Board in the 2025 meeting.

**3. P&P #2005 Executive Board Nominations and Elections**

Governing Board Approval Level

This P&P has been updated according to the Governing Board's 2025 motion to approve these changes in the National Bylaws. Also included in the amendments is the elimination of mailing ballots. We have the capability to send ballots electronically.

**4. P&P #2015 Governing Board Voting Procedures**

Governing Board Approval Level

This P&P amendment allows for electronic balloting.

**5. P&P # 3012 Chapter Anniversary Presentations**

Executive Board Approval Level

This P&P is being updated to change the anniversary recognitions beginning with the first five years and continuing with an additional \$50 for each five-year anniversary.

**6. P&P # 3022 National Director's and Alternate National Director's Responsibilities**

Governing Board Approval Level

This P&P is being updated to clarify the chapter temporary delegate can now be appointed, not elected.

**7. P&P #3025, Non-Chapter Member Mailing**

Executive Board Approval Level

This P&P is suggested to delete.

**8. P&P #3026 New Chapter Presentation**

Executive Board Approval Level

This P&P has been updated to show the new logo on the new chapter flags. *The Executive Board voted to delete the photo of sample banner from the policy and procedure.*

**9. P&P #4008 Nominating Committee Election and Responsibilities**

Governing Board Approval Level


This P&P has been updated to allow for electronic ballots; change the amount provided to the Nominating Committee to \$1,000; and to add some qualifications for officer positions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Don Schleuse", with a long horizontal flourish extending to the right.

Don Schleuse, Chairman

Policy and Procedure Committee

	<b>POLICIES AND PROCEDURES</b>	INDEX NO. <b>1017</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>Membership Fees and Dues</b>	EFFECTIVE <b>8/2024</b> <del>7/2026</del>	SUPERSEDES <b>08/2023</b> <del>8/2024</del>
	SPECIAL DISTRIBUTION		

**POLICY**

There are fees required of a Family RV Association member, as determined by the Executive Board, for products and services. There are annual membership dues required of an Family RV Association member, as determined by the Governing Board, or by the Executive Board in the event of a special or promotional membership drive.

**PROCEDURE**

1. Annual dues of Family RV Association are payable as follows:

A. Table of Membership Dues

CATEGORIES OF MEMBERSHIP

Charter Member (Closed 1/17/64)			
New Full Member	FIRST YEAR <del>\$100</del> <u>99</u>	TWO YEARS \$188	THREE YEARS \$267
Renewing Full Member	ONE YEAR <del>\$100</del> <u>99</u>	TWO YEARS \$188	THREE YEARS \$267
Full Lifetime Member	NONE	NONE	NONE
Life Member	NONE	NONE	NONE
Member Emeritus or Family Associate	<del>\$100</del> <u>99</u>	\$188	\$267
Pathfinder	<del>\$100</del> <u>99</u>	\$188	\$267

**NOTE:** The above members may request auto renewal, ~~and/or monthly billing.~~  
No renewals shall be accepted to extend a membership beyond the current calendar year plus three years.

B. ~~When the Governing Board increases or decreases Family Membership dues, adjustments shall be made to the dues for all Categories of Membership. For all Categories the effective date in dues payment schedule will be the same as the effective date for Family Membership.~~




## 2. Definitions of Membership Categories

- A. A Charter Member is a Full Member who joined Family RV Association on or before January 17, 1964. A Charter Member, unless noted otherwise in the Bylaws, has the rights of a Full Member.
- B. A Full Member is any family unit or individual(s), each holding at least 1/3 ownership of a qualifying recreational vehicle, who has been issued a specific member number. Full members have the right to: vote (one vote per member number in Constitutional matters); hold office in either Family RV Association, a chapter or area association; and display the FMCA emblem. Voting rights by individual or by member number (other than in constitutional matters) shall be determined by the chapter.
- C. A Full Lifetime Member is a Full Member who elects to pay a single sum determined by the Governing Board. A Full Lifetime Member is not obligated to pay any further ordinary dues nor is he/she required to own a qualifying recreational vehicle. A Full Lifetime Member, unless noted otherwise in the Bylaws, has the rights of a Full Member. ~~-, except that he/she may attend no more than two Family RV Association international conventions in each fiscal year without paying all admission or registration fees.~~ The Governing Board may limit the number of Full Lifetime Memberships.
- D. A Life Member is a Full Member who has rendered outstanding services to Family RV Association and has been elected to the Life Member category by a 65% affirmative vote of the Governing Board. A Life Member, unless noted otherwise in the Bylaws, has the rights of a Full Member, but shall not be required to pay ordinary dues or own a qualifying recreational vehicle.
- Each Past President of Family RV Association shall be automatically admitted to Life Membership at the end of the term of service as President. Life Members may also attend no more than two Family RV Association international conventions in each fiscal year without paying all admission or registration fees.
- E. A Member Emeritus or Family Associate is a Family RV Association member who no longer owns a qualifying recreational vehicle. A Member Emeritus or Family Associate shall be required to pay dues, however shall not be eligible to vote or hold elected office. An officer converting to associate membership status may be allowed to complete his or her term of office.
- F. A Pathfinder is a prospective RV owner who wants to learn about RVs and Family RV Association before purchasing an RV. A Pathfinder shall be required to pay dues, however, shall not be eligible to vote or hold elected office. A Pathfinder shall receive all the other benefits of a full member except that no emblem plaque will be issued and the magazine will be provided in digital format only.



**NOTE:** All Membership Categories above in sections A through F have all the rights and privileges of Full Members with the exceptions or restrictions indicated within the specific Membership Categories.

3. FMCA members of all classes may prepay dues as illustrated above.
4. Any member of Family RV Association who has resigned while in good standing shall be received again into membership upon application and payment of the current year's dues.
5. Any member who has been dropped from membership rolls for non-payment of dues, and who later desires to rejoin, must apply for membership according to the rules of admission of new applicants.
6. Any member who remains in arrears for non-payment of dues forfeits membership in Family RV Association and is not eligible to become or remain a member of a chapter or to enjoy any rights afforded members.
7. Between meetings of the Governing Board, the Executive Board may establish special membership dues, dues for less than one year, or a combination of both during special or promotional membership drives.
8. No member is entitled to any refund of initiation fees or current-year dues upon severing connection with Family RV Association, except as may be authorized by the Executive Board. If a member purchases multi-year dues the prepayments will be held in a separate account until required to pay for current year dues. If the member severs connection with FMCA they may request a refund of their prepayment for whole, unused years. Requests for refunds must be submitted in writing.
9. ~~Annual dues of Family RV Association Commercial Members shall be the same as Full Family memberships.~~

	<b>POLICIES AND PROCEDURES</b>	INDEX NO. <b>1028</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>Commercial Membership Fees and Dues</b>	EFFECTIVE <b>8/20242026</b>	SUPERSEDES <b>8/20232024</b>
		SPECIAL DISTRIBUTION	

**POLICY**

There are fees required of a Family RV Association member, as determined by the Executive Board, for Family RV Association products and services. There are annual membership dues required of a Family RV Association member, as determined by the Governing Board, or by the Executive Board in the event of a special or promotional membership drive.

The Governing Board is delegating to the Executive Board and/or the Board of Directors the privilege of changing, adding, and deleting any of the items in the PROCEDURE section below to meet business conditions. The privilege of doing so may be revoked by the Governing Board.

**PROCEDURE**

1. Annual dues of Family RV Association Commercial Members shall be ~~the same as Full Family memberships and are payable~~ as follows:

A. Table of Commercial Membership Dues

New Commercial Membership	FIRST YEAR	TWO YEARS	THREE YEARS
	<del>\$99</del> <u>69</u>	<del>\$188</del> <u>138</u>	<del>\$267</del> <u>207</u>
Renewing Commercial Membership	ONE YEAR	TWO YEARS	THREE YEARS
	<del>\$99</del> <u>69</u>	<del>\$188</del> <u>138</u>	<del>\$267</del> <u>207</u>

**NOTE:** The above members may request auto renewal.

- B. ~~When the Governing Board increases or decreases Family Membership dues, adjustments shall be made to the dues for all Commercial Memberships to be the same as Full Family Memberships. For all Categories the effective date in dues payment schedule will be the same as the effective date for Family Membership.~~

2. Definitions of Commercial Membership Categories

A. The Commercial Member category includes three sub-categories.

- i. Businesses that either manufacture recreational vehicles or chassis, either complete or in part, or are largely responsible for conversions or adaptation of vehicles to meet the requirements for a qualifying recreational vehicle.
- ii. Supplier businesses or individuals who either manufacture components or equipment usually considered as permanent installations, fixtures or units, or who produce




supplies for a family recreational vehicle. The sub-classification is further broken down as follows:

- iii. Dealers, service individuals, suppliers or accessory providers who either operate as distributors, dealers, agencies, service centers, campgrounds for transient vehicles, or organizations that provide service to the recreational vehicle industry or to Family RV Association members.

A Commercial Member may enjoy membership in an additional Family RV Association membership category. Commercial members elect the Family RV Association Commercial Council.

3. Any member of Family RV Association who has resigned while in good standing shall be received again into membership upon application and payment of the current year's dues.
4. Any member who has been dropped from membership rolls for non-payment of dues, and who later desires to rejoin, must apply for membership according to the rules of admission of new applicants.
5. Any member who remains in arrears for non-payment of dues forfeits membership in Family RV Association, and any rights afforded members.
6. The Executive Board and or the Board of Directors may establish special membership dues, dues for less than one year, or a combination of both during special or promotional membership drives.
7. No member is entitled to any refund of initiation fees or current-year dues upon severing connection with Family RV Association, except as may be authorized by the Executive Board and or the Board of Directors. If a member purchases multi-year dues, the prepayments will be held in a separate account until required to pay for current year dues. The annual dues are a pro-rated amount that is computed by dividing the cost of the multi-year renewal by the number of renewal years. If the member severs connection with Family RV Association they may request a refund of their prepayment for whole, unused years. Requests for refunds must be submitted in writing.

	<b>POLICIES AND PROCEDURES</b>	INDEX NO. <b>2005</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT  <b>Executive Board, Nominations and Elections</b>	EFFECTIVE <b>8/2024/2026</b>	SUPERSEDES <b>8/118/2024</b>
	SPECIAL DISTRIBUTION <b>Candidates for National Office</b>		

**POLICY**

The Executive Board is comprised of the National Officers of Family RV Association and the Immediate Past President (non-voting advisor).

The Governing Board elects the President, Vice President, Secretary, and Treasurer by majority vote. There will be a run-off election between the two candidates receiving the highest number of votes, if more than two candidates run and none receives a majority vote.

A plurality of all votes cast by the incumbent Area President and the national directors representing the chapters within an Area shall elect the Area President.

The President, Vice President, Secretary, and Treasurer of Family RV Association shall be elected for a two-year term. These officers and the Area Presidents shall take office immediately following the Annual Membership Meeting in the year in which they are elected.

An individual shall not serve more than 2 two-year terms ~~or exceed a total of four years~~ in each of the positions of President, Vice President, Secretary, and Treasurer, respectively, in a lifetime. A term of service of less than ~~one year~~ a complete two-year term in any officer position shall not be counted as part of the term or year limit requirement.

Each of the Area Presidents shall be elected for a two-year term. An individual may serve no more than 2 two-year terms, or any combination of one-year and two-year terms not to exceed a total of four years, in the position of Area President, respectively, in a lifetime. A term of service of less than ~~one year~~ a complete two-year term in an Area President position shall not be counted as part of the term or year limit requirement.

One year is defined as the period of time from one Annual Membership Meeting until the next Annual Membership Meeting, regardless of the actual number of months, weeks or days involved.

**PROCEDURE**

Requirements and Obligations of Nominees for National Office

1. It is considered a requisite part of the eligibility of any candidate for any elective office that the candidate be acquainted with the qualifications and duties of the office under consideration.
2. Each candidate who accepts nomination for elective office is to furnish, to those nominating him or her, consent that he or she will serve and, if elected, will perform the duties and accept the responsibilities of the office to the best of his or her ability.

	<p>SUBJECT <b>Executive Board, Nominations and Elections</b></p>	<p>INDEX NO. <b>2005</b></p>
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Nominations and Elections - President, Vice President, Secretary, and Treasurer

1. Approximately eight months prior to the elections, a letter is sent from the Nominating Committee to Executive Board members, chapter presidents, national directors, alternate national directors, and former Executive Board members who have served in the past two years requesting assistance in referring members who are qualified and will accept nomination for the four nationally elected offices. Enclosed with this letter is a copy of Bylaws Article IX (Executive Board), and a nomination/consent form.
2. Nomination/consent forms and resumes are to be returned to the national office approximately six months prior to the election.
3. Resumes are prepared, correcting only spelling and punctuation, and the nominees are informed of said corrections for approval (FMCA Policies and Procedures #2029).
4. A copy of the signed consent form and resume for each nominee shall be mailed to each member of the Nominating Committee by the national office at least 30 days prior to the winter international convention in the year in which the nationally elected officers' elections will be held.
5. Prior to the winter international convention in the year in which the nationally elected officers' elections will be held, the Nominating Committee will select a slate of candidates. The Nominating Committee Chairman shall notify the candidates of their selection or non-selection to the slate of officers at that time.
6. The Nominating Committee shall certify by a report filed with the Governing Board, through the President, no later than three months prior to the date of election, either a single or multiple candidate slate for the President, Vice President, Secretary, and Treasurer, along with verification that all nominees have consented to serve if elected. The slate shall be published not less than two months prior to the date of the election.
7. Any fifty voting membership numbers of Family RV Association may nominate, by signed petition, eligible Family RV Association members for appropriate offices, provided that such petition is submitted to the Governing Board, through the President, not less than three months prior to the date of the election. Nominations shall be distinguished as "at-large nominations," and shall be included and published with the slate recommended by the Nominating Committee.
8. During the annual meeting of the Governing Board, when the Nominating Committee report is given, nominations may be made from the floor for any and all offices. Candidates nominated from the floor shall sign a statement indicating that they meet the requirements as set forth in FMCA Bylaws Article IX (4).
9. In the event of a permanent vacancy in the office of Vice President, Secretary, or Treasurer, the Nominating Committee, within 14 days of the vacancy, shall solicit one nomination from each Executive Board member. The nominee must return a copy of his/her resume and

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consent form to Family RV Association by fax or e-mail within the next 14 days. The Nominating Committee, within the following 7 days, shall present to the President a slate with one or more names to fill the vacant office and complete the current term. The President, subject to the advice and consent of the Executive Board, shall fill the vacancy from the slate of names presented by the Nominating Committee.

#### Nominations and Elections - Area Presidents

1. A separate Area election will be held for each of the Area Presidents. The national office will conduct each Area election.
2. The national directors representing the chapters in each designated area will nominate and elect by mail ballot their Area President. Each chapter national director shall have one vote in such proceedings.
3. In odd-numbered years the Area Presidents from the Midwest, Northeast, Rocky Mountain, South Central, and Southeast areas will be elected. In even-numbered years the Area Presidents from the Eastern, Great Lakes, International, Northwest, and Western areas will be elected. Any vacancy that occurs in an Area President position/office will be filled to complete that term only.
4. In the year when the Area President is due to be elected, the national office will send a letter in January/February to the national director of each chapter asking for nominations of prospective candidates for the office of Area President from their respective area. This letter states a return date of approximately seven to eight weeks. Enclosed with this letter are a nomination/consent form and a Guidelines and Format of Candidate's Resume. Chapter presidents and alternate national directors also receive a copy of the mailing, but without the nomination/consent form.
5. Approximately one month after the return date of the nomination/consent forms, a cover letter with resumes, ~~mail and ballot, and a postage paid envelope~~ is sent by the national office to each national director for his or her respective area. Space is provided for write-in candidates. Chapter presidents and alternate national directors receive a copy of the letter and the resumes without the mail ballot.
6. Thirty days shall be allowed between the date of ~~mailing the notice of a mail~~the ballot and the final postmarked date by which mail ballots are to be returned. The final ~~postmarked~~ date upon which mail ballots are to be returned shall be stated in the notice.
7. It shall take a plurality of all votes cast to elect the Area Presidents.
8. Each incumbent Area President shall have one vote in the area election in which he or she is serving.
9. The tabulation of ballots shall take place at least ten days after the ~~final postmark~~ date for returning the ~~mail~~ ballots. ~~FMCA's Certified Public Accountant shall notify the~~The National


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Secretary, or his or her designee at the national ~~FMCA~~ FRVA office, shall be notified immediately of the numerical results of the tabulation. ~~The chapter's individual voting results shall be forwarded to the national office for file.~~

~~9.10.~~ 10. The National Secretary shall send, or cause to be sent, a notice of the numerical results of the ~~mail~~ ballot to the Governing Board.

~~12.11.~~ 11. In the event of a vacancy in the office of an Area President, the Area Senior Vice President shall become Area President to fill the Area President's unexpired term if that person meets all other requirements to hold the position.

REVIEW

	<b>POLICIES AND PROCEDURES</b>	INDEX NO. <b>2015</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>Governing Board Voting Procedures</b>	EFFECTIVE <b>8/2024</b> <del>7/2026</del>	SUPERSEDES <b>7/088/2024</b>
		SPECIAL DISTRIBUTION	

**POLICY**

Each voting member of the Governing Board is provided one vote regarding each motion brought before that body for a vote.


**PROCEDURE**

Voting Procedures -- General

1. Each voting member of the Governing Board is entitled to one vote in all proceedings of the Governing Board.
2. Voting may be by mail ballot, written ballot, [electronic ballot](#), Family RV Association voting credentials, rising vote, or roll call. Voting may be by written ballot if requested by a Governing Board member or when required by the Bylaws. A member of the Governing Board may request the results of any vote be distributed or published in the minutes or report.
3. A chapter president may request, in writing of its Area President, the individual written voting record of its national director. The national office will report the voting record directly to the chapter president.

Mail Balloting Procedure


1. To permit adequate time for study of the resolution, thirty days shall be allowed between the date of mailing the notice of a mail ballot and the final postmarked date by which mail ballots are to be returned. The final date upon which mail ballots are to be returned shall be stated in the notice.
2. The Secretary shall prepare and sign the notice of a mail ballot. This notice shall be countersigned by the President.
3. A ballot shall accompany the notice with a pre-addressed, postage-paid, return envelope. All returned ballots must be signed. Unsigned ballots will not be counted.
4. The notice shall also contain the date on which the tabulation of the ballots is to be conducted. This date shall be at least ten days after the final postmarked date for returning the ballots. The President shall designate the time and place for the tabulation, ~~and shall designate Family RV Association's Certified Public Accounting Firm to receive and tabulate the ballots. Said firm shall notify the~~ [The](#) Secretary, or his or her designee at the national office [will be notified](#), immediately of the numerical voting results of the tabulation. The Secretary shall send, or cause to be sent, a notice of the numerical results of the ~~mail~~ ballot to the Governing Board. The chapter's individual voting results shall be forwarded to the national office for file.

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5. All mail ballots received shall be preserved at Family RV Association's [National Office](#) ~~Certified Public Accounting Firm~~ until the next regular meeting of the Executive Board, at which time the Executive Board shall decide on whether to preserve the ballots for an additional period of time or have them destroyed.

#### Electronic Balloting Procedure

1. The President shall designate the time and place for the tabulation and shall designate Family RV Association's Chapter Services Department to receive and tabulate the ballots.
2. To permit adequate time for study of the resolution, thirty days shall be allowed between the date of emailing the ballot and the final date by which emailed ballots are to be returned. The final date upon which ballots are to be returned shall be stated in the notice.
3. The notice shall also contain the date on which the tabulation of the ballots is to be conducted. This date shall be at least ten days after the final date for returning the ballots. Secretary shall be notified immediately of the numerical voting results of the tabulation. The Secretary shall send, or cause to be sent, a notice of the numerical results of the ballot to the Governing Board. The chapter's individual voting results shall be forwarded to the national office for file.

	<b>FMCA POLICIES AND PROCEDURES</b>	INDEX NO. <b>3022</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>Chapter National Director's and Alternate National Director's Responsibilities</b>	EFFECTIVE <b>08/2023</b> <u>7/202</u> <b>6</b>	SUPERSEDES <b>7/1508/2023</b>
	SPECIAL DISTRIBUTION Chapter National Director Chapter Alternate National Director		

## POLICY

The national director elected from each chapter serves on the Governing Board of ~~FMCA~~[FRVA](#).  
(NOTE: Not applicable to associate chapters)

## PROCEDURE

### Responsibilities

1. Each chapter shall elect a member as national director to serve on the Governing Board of ~~FMCA~~[FRVA](#), and may elect a member as alternate national director to serve on the Governing Board if the national director is unable or unwilling to serve.
2. The term of office of a newly elected national director or alternate national director begins after the national office receives written notice of said election and has verified that the person is qualified. The term extends for the period specified in the chapter bylaws, or until his or her successor is duly elected and qualified.
3. If a vacancy occurs in the office of national director, the alternate national director, if one has been elected, shall immediately assume this office, and this shall be promptly reported in writing to the national office. If the incumbent alternate national director is unable to fill this vacancy, the chapter is to promptly elect (not appoint) a member to fill the vacancy in the office of national director and notify the national office.
4. If the national director cannot attend the Governing Board meeting, the alternate national director may serve in his/her place. In the event that neither the national director nor the alternate national director can attend, the chapter president may appoint a member of that chapter ~~may be elected as a temporary delegate~~ to represent the chapter for the next Governing Board meeting only.
5. ~~If an event occurs after the 21-day notice requirement has passed that prevents the national director, alternate national director, or temporary delegate from attending the Governing Board meeting, the~~ The chapter president may appoint a member of the chapter as a temporary delegate to represent the chapter for the next Governing Board meeting only. Notice of the chapter president's appointment of a temporary delegate shall be received by ~~FMCA~~[FRVA](#) at least seven working days prior to the Governing Board meeting to be valid. Notice must be in writing (fax or e-mail acceptable).
6. In the case of an emergency, the chapter president may appoint a temporary delegate prior to the Governing Board meeting within the seven day window.

~~5.7.~~ A chapter voting member of the Governing Board is entitled to represent only one chapter.


	<p style="text-align: center;">SUBJECT</p> <p style="text-align: center;"><b>Chapter National Director's and Alternate National Director's Responsibilities</b></p>	<p style="text-align: center;">INDEX NO.</p> <p style="text-align: center;"><b>3022</b></p>
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Chapter National Director

1. National directors should keep their chapters informed of items pertaining to the national organization and of the ~~FMCA~~[FRVA](#) areas, as well as keeping the national organization apprised of items happening on the chapter level. Another important duty is participation in and voting during Governing Board meetings.
  
2. Members of the same family unit may serve as national director or alternate national director in different chapters; such members may not hold these offices in the same chapter concurrently.

Chapter Alternate National Director

An alternate national director shall serve whenever the national director is unable to attend meetings of the Governing Board or is otherwise unable to serve. Another chapter officer is not precluded from election as the alternate national director. Alternate national director cannot also be the national director.

	<b>POLICIES AND PROCEDURES</b>	INDEX NO. <b>4008</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>Nominating Committee Election and Responsibilities</b>	EFFECTIVE <b>8/2024</b>	SUPERSEDES <b>7/2021</b>
		SPECIAL DISTRIBUTION <b>Nominating Committee</b>	

**POLICY**

The Governing Board shall elect a Nominating Committee with responsibility for providing either a single or multiple candidate slate for the President, Vice President, Secretary, and Treasurer along with verification that all nominees have consented to serve if elected.

**PROCEDURE**

Committee Composition

1. The Governing Board shall, in even-numbered years, elect the five members of the Nominating Committee Elect by ~~mail~~ ballot.
2. The Nominating Committee Elect shall commence their term of service as the Nominating Committee after the Annual Membership Meeting in which the President, Vice President, Secretary, and Treasurer are installed.
3. Full Members, Full Lifetime Members, and Life Members, who are not incumbent National Officers and who are eligible to vote under the Bylaws, are eligible to serve on the Nominating Committee.
4. Any member of the Nominating Committee who seeks office or shares a Family RV Association membership with an individual seeking a position on the Executive Board shall recuse himself or herself from all discussion and deliberation regarding that position.
5. The Nominating Committee cannot campaign for any candidate.

Nomination and Election Procedures

1. The President shall request each Area President to provide the names of two members as nominees from his/her area. The President shall, within ninety days after the Annual Meeting in even numbered years, present to the Governing Board a slate of ten nominees from the list, one from each area, for the Nominating Committee Elect. A return ~~mail~~ ballot shall be enclosed with the names of the ten nominees.
2. The ballot shall have provision for writing in the names of other eligible members.
3. Said ~~mail~~ ballot shall be conducted by the President without prior approval of the Governing Board or the Executive Board.
4. The Governing Board shall elect the committee from a multiple candidate slate presented by the President, with the candidates receiving the five highest vote totals being elected to the Nominating Committee Elect. When necessary in case of tie vote(s), run off election(s) shall be conducted between the candidates involved in the tie(s).

	<p style="text-align: center;">SUBJECT</p> <p style="text-align: center;"><b>Nominating Committee Election and Responsibilities</b></p>	<p style="text-align: center;">INDEX NO.</p> <p style="text-align: center;"><b>4008</b></p>
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5. The member receiving the highest number of votes shall serve as committee chairman.
6. If, for any reason, an elected committee member resigns, refuses, or is unable to serve, the nominee who received the next highest number of votes shall accede to that position. If, for any reason, the chairman resigns, refuses, or is unable to serve, the committee member who received the next highest number of votes shall accede to the position of chairman.

#### Nationally Elected Officer Nominating Procedure

1. Approximately eight months prior to the elections, a letter shall be sent from the Nominating Committee to Executive Board members, chapter presidents, national directors, alternate national directors, and former Executive Board members who have served in the past two years requesting assistance in referring members who are qualified and will accept nominations for the four nationally elected offices.
2. A copy of the signed consent form and resume for each nominee shall be mailed to each member of the Nominating Committee by the national office at least 30 days prior to conducting interviews.
3. The National Office will provide:
  - A. Staff support in the national office.
  - B. Calendar of timelines for the committee's work.
  - C. Incidental expenses will be allowed as determined to be appropriate by the chairman and as approved by the Treasurer. No travel reimbursement for nominees will be allowed. Conference calls shall be set up and funded by the national office. Individual committee members may be reimbursed for long distance calls if deemed necessary by the chairman.
4. Prior to conducting candidate interviews, the Nominating Committee shall meet to discuss and agree on interview questions to be posed to the candidates. Questions shall be agreed by a majority of the committee members and shall be appropriate to the office sought by the candidate.
5. The Nominating Committee shall meet to conduct interviews face to face, by conference call, or a combination. Each member of the Nominating Committee is eligible for reimbursement of travel, campground fees, and tolls to and from home to the convention site, and per diem for travel not to exceed ~~\$500~~ \$1,000 for the purpose of face to face interviews.

~~Immediately upon completion of interviews the Nominating Committee will select a slate of candidates. The Nominating Committee Chairman shall notify the candidates of their selection or non-selection to the slate of officers at that time.~~

6. The Nominating Committee will determine qualifications of office positions based on the following criteria:
  - a. Resume submitted
  - b. Membership status

	<p style="text-align: center;">SUBJECT</p> <p style="text-align: center;"><b>Nominating Committee Election and Responsibilities</b></p>	<p style="text-align: center;">INDEX NO.</p> <p style="text-align: center;"><b>4008</b></p>
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- [c. Familiarity of responsibilities of the officer position](#)
- [d. Personal integrity](#)
- ~~[e. Conflicts of interest](#)~~

[7. Immediately upon completion of interviews the Nominating Committee will select a slate of qualified candidates. The Nominating Committee Chairman shall notify the candidates of their selection or non selection to the slate of officers at that time.](#)

7. The Nominating Committee shall certify by a report filed with the Governing Board, through the President, no later than three months prior to the date of election, either a single or multiple candidate slate for the President, Vice President, Secretary and Treasurer as the case may be for that election year, along with verification that all nominees have consented to serve if elected. The slate and the “at-large nominations” by signed petition shall be published together not less than two months prior to the date of the election.
8. In years containing nationally elected officer elections, a Candidates’ Forum will be held at all International Conventions. The Nominating Committee will be in charge of the Candidates’ Forum and may be assisted by the Review Council if necessary.
9. During the annual meeting of the Governing Board, when the Nominating Committee report is given, nominations may be made from the floor for any and all offices.
10. In the event of a permanent vacancy in the office of Vice President, Secretary, or Treasurer, the Nominating Committee, within 14 days of the vacancy, shall solicit one nomination from each Executive Board member. The nominee must return a copy of his/her resume and consent form to Family RV Association by fax or e-mail within the next 14 days. The Nominating Committee, within the following 7 days, shall present to the President a slate with one or more names to fill the vacant office and complete the current term. The President, subject to the advice and consent of the Executive Board, shall fill the vacancy from the slate of names presented by the Nominating Committee.

**FRVA Review Council Report  
Governing board Meeting  
Sedalia, Missouri  
June 30th, 2026**

The FRVA Review Council has the following responsibilities: Ensure the Chapters have fulfilled the requirements of the ByLaws; Determine the eligibility of the Chapter's vote; Evaluate the Area Demographics in five year intervals (unless otherwise directed by the Executive Board or Governing Board) and, To investigate complains agains members, chapters, or area association of FRVA, when such matters are referred to the Review Council.

**Area Demographics:**

Area demographics were reviewed in 2025, based on a reoccurring five year review unless otherwise directed.

**Complaint Investigations:**

As per FRVA ByLaws Article XIV(1)(c): Investigate complaints filed with the FRVA Review Council. All such investigations shall be carried out in accordance with the FRVA Policies and Procedures.

There were two complaints referred to the Review Council during the past term (2025-2026), which were investigated and determined that while the actions were not what was desired by the complainants, they did not violate FRVA or Chapter ByLaws or Policy and Procedures.

A third party requested the required complaint forms in late 2025, but did not formally submit to the Review Council for review and action.

An additional formal complaints was received in late May and is currently under review and investigation by the Review Council.

One member of the Review Council submitted their resignation following investigations, stating they did not feel the Review Council was a good fit for them. The next applicant, based on Executive Board votes, was offered and accepted the opportunity to join the Council.

The FRVA Review Council Members are:

Andy Deal, F359977  
Karen Gould, F482743  
Harry Hentschel, F1040789D  
Mike Neighbours, F415508  
Jerry Work, F246153

Respectfully Submitted,

Harry Hentschel  
Chair, FRVA Review Council

**AMS (Association Management System) Committee  
Report to the Governing Board  
Sedalia, Missouri  
June 30, 2026**

The committee consists of the following volunteer members:

- Randy Johnson, L451539, Chairman
- Bob Wallace, F484054
- David Tanuos, F549294
- Dwight Sloan, F484207
- Allen Evans, F542563
- Paul Mitchell, F165576, National President

Staff members that provided guidance and their needs:

- Doug Uhlenbrock, Executive Director
- Sherry Light, Membership Director
- Penny Gortemiller, Director of Chapters and Governance
- Allen Evans, IT Director
- Brock Erdman, IT
- Noah Wilson, IT

The AMS Committee was formed in 2024 to provide guidance on moving away from the Protech system which has been used since 2020. Protech was a very expensive system to use and maintain, and it was also extremely difficult to modify as FRVA's needs changed.

After serious consideration the committee decided that the best strategy moving forward was designing a custom system that meets FRVA's needs to a "T".

As of the 2026 Sedalia, Missouri, International Convention, the committee is proud to announce that most of the initial development of the AMS system has been completed and is operational.

Staff named the new system Horizon.

The committee would also like to thank FRVA's National Leadership for their unwavering support and input as this system has been developed over the last 8 months.

Given that FRVA is an organization that is constantly evolving, Horizon will also need to evolve as FRVA moves forward. The good news is FRVA's existing IT staff will be able to make changes as needed. FRVA is no longer dependent on an unresponsive third party to make changes.

Horizon is completely cloud based and utilizes the Microsoft Azure environment. Horizon also utilizes the Microsoft Entra ID identify management system. To better serve and protect our members, Horizon uses state-of-the-art identity management and secure application delivery.

Two design philosophies were followed as Horizon was being developed. The first is that Horizon had to work on mobile devices and secondly Horizon had to allow the various stakeholders (members, chapters, areas, etc.) to self-manage.

Timeline:

2025-12-08 – the initial membership module went live

2025-12-31 – the initial events module went live

2026-05-01 – the initial chapter’s module went live

One of the prime goals was to provide Areas and Chapters with the ability to use the National IT infrastructure to manage their rallies. Additionally, Chapters can manage their membership rosters as well as collect membership dues.

To better assist the Chapters, the committee worked with US BANK to provide free checking accounts moving forward and when there are officer changes within the chapter/area a simple electronic signature card will be sent. No need to go to a stick and bricks location.

The committee has also worked with Staff to develop a state-of-the-art development environment moving forward. All software is maintained in a cloud-based code repository, and code reviews have been implemented.

The committee will also be transitioning over to the next year to become more of a change control advisory board. Staff now is required to submit their IT needs for consideration before implementation.

Committee volunteer’s focus:

- David Tanous has been the primary database architect and has been giving staff software development guidance.
- Bob Wallace has been helpful in establishing project management and prioritization.
- Dwight Sloan has focused on developing the necessary help videos and documentation.
- Allen Evans has provided significant insight into the Microsoft ecosystem.

Respectfully submitted,

*Randy Johnson*

Randy Johnson, Chair

L451539

**Contract Committee Report  
Governing Board Meeting  
June 30, 2026**

**CONTRACT COMMITTEE  
REPORT OF COMMITTEE RELATED WORK  
FROM AUGUST 2025 TO APRIL 2026**

The Contract Committee was appointed to act as a resource for all committees and staff to assure that FRVA receives appropriate benefits from all contracts. The committee worked by email and held a meeting via teleconference call. Since then, the committee has been conducting its work via email. As of April 29<sup>th</sup>, 2026, the committee reviewed five partner contracts, two convention contracts and developed two generic service contracts for areas and chapters.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bob Weithofer".

Bob Weithofer

**Education Committee**  
**Report to the Governing Board**  
**June 30, 2026**

The Education Committee has been working on several projects for FRVA. The committee has grown, adding 4 new members. It has been a great pleasure having the knowledge and skills offered by the new members.

The Education Committee was tasked at providing educational seminars for the Conventions. The title of Learning Zone was developed for that purpose. In the Learning Zone, attendees are assured that the seminars are related to RV lifestyle, maintenance and topics as it relates to traveling. These seminars are not designed for promoting a product or service. The first Learning Zone was established at the Perry Convention, offering 28 new topics. For Sedalia, 23 seminars are scheduled.

The Committee will continue to update and construct new curriculum tests when the new Horizon zone is complete. This will take a lengthy process because of the delay of training the committee members. Currently there are approximately 3 years of updates needed.

The Committee will be working on new categories for the University. For instance, we will be adding PowerPoints and handout materials from seminars. This will enable those members that were not able to attend the opportunity to review the materials. The long-term goals are to also video tape and add certain seminars, i.e. Presidents Message, Travel Assist, FRVA Benefits and others for members to use in recruiting and informational basis. This will also assist the Ambassador program in their training efforts.

As the National Secretary, I have also worked with area and chapter secretaries by zoom and telephonically as it relates to yearly certification. I have also attended area and chapter meetings to assist in hands-on training of new secretaries. Those opportunities were a perfect avenue to promote the Ambassador Program and recruiting assistance from FRVA.

Respectfully submitted,



Glenda Milner, Chairman

**Member Services Committee Report  
To the Governing Board  
June 30, 2026**

**MEMBERSHIP/MEMBER SERVICES COMMITTEE  
REPORT TO THE EXECUTIVE BOARD  
DECEMBER 19, 2025**

A meeting of the Member Services Committee of the Family RV Association was held on December 19, 2025, by video conference. The committee is forwarding the following recommendations to the Executive Board:

The RoadSide Rescue proposal without altering the program price to FRVA is that SafeRide will include mobile tire repair dispatch, just like our mobile mechanic dispatch. SafeRide will cover the cost of the service call to the members location, and the member pays for whatever the technician does on site, i.e. add in air, replacing a valve stem, patch or plug the tire or repair/replace a valve extender etc. This way it does not interfere with the tire programs with Michelin etc. and is a tremendous benefit to FRVA members. It is super cost effective and affects only the members that need the service. The program remains the same with this added benefit and no price increase to FRVA or the member base.

*When asked for clarification, the response was as follows:*

In my suggestion which we could start doing immediately at no additional cost, SafeRide will cover the cost of the provider to get to and from the member's location regardless of the distance involved. The member in need of service, air, valve stem etc., will pay for materials and time needed on site.

- To approve Option 1 addendum to the Roadside Rescue Plan  
Option 1 is the first block in the document titled TW Comparison.
  
- To approve the FRVA Health Plan proposal

**MEMBERSHIP/MEMBER SERVICES COMMITTEE  
REPORT TO THE EXECUTIVE BOARD  
FEBRUARY 20, 2026**

A meeting of the Member Services Committee of the Family RV Association was held on February 6, 2026, by video conference. The committee is forwarding the following recommendations to the Executive Board:

- To approve the proposal from America's RV Warranty.

Benefits of the proposal included the following: Up to \$500 per occurrence; parts are replaced with new parts, not refurbished; power surge coverage; consequential loss coverage; full-time use; repairs anywhere (United States and Canada). Exclusive benefits for FRVA family members.

They produce and will share educational reels for social media; broadcast at the Perry, Georgia, International Convention; supply a dedicated number for FRVA members; enable claims to be filed online; and utilize trained experts or mobile mechanics. They will supply video examples of what is covered and what is not with a podcast using the same content. The policy can transfer with sale of RV or the member receives a prorated refund.

**MEMBERSHIP/MEMBER SERVICES COMMITTEE  
REPORT TO THE EXECUTIVE BOARD  
MARCH 14, 2026**

A meeting of the Member Services Committee of the Family RV Association was held on February 20, 2026, by video conference. The committee is forwarding the following recommendations to the Executive Board:

- To approve the proposal from Dutch.

Benefits of the proposal included the following: members will speak directly with a licensed veterinarian; discounted rate for FRVA members; 24/7 access; up to five pets on one membership; can prescribe necessary medications, send to vendors like Chewy, or send to pharmacy; and licensed in 38 states.

Respectfully submitted,



James McDaniel, Chairman

**Committee Report on the Development of an Ambassador Program**  
**Recruitment Committee**  
**June 30, 2026**

Committee Members:

Wayne Cernie  
Tod Filer  
George Raney  
Kendra Gould  
Maureen Milne  
Allen Evans

The FRVA Ambassador Program is designed to strengthen the foundation and future growth of the Family RV Association by empowering dedicated members to serve as informed, enthusiastic representatives of the organization. Ambassadors play a vital role in welcoming new members, supporting recruitment efforts, and enhancing engagement at the chapter, regional, and national levels also encouraging and informing existing members.

At its core, the program focuses on relational connection. Ambassadors become a bridge between prospective members and the association, sharing their personal experiences and clearly communicating the value of belonging to FRVA. Whether at rallies, community events, or informal gatherings, they help create a welcoming environment that reflects the spirit of camaraderie and adventure that defines the RV lifestyle.

A key component of the program is the Ambassador Toolkit, which is comprised of a collection of brochures and materials that clearly promote the many benefits of being an FRVA member. These resources give Ambassadors the tools they need to confidently share information about membership advantages, programs, and opportunities, ensuring a consistent and professional message across all interactions.

Participants who complete the Ambassador training seminars are awarded an official Ambassador badge which not only recognizes their commitment to the program but also helps identify them as a trusted resource for both prospective and current members during events and gatherings.

Through regional FRVA rallies, the program will continually identify and recruit new Ambassadors. This approach helps build a strong, visible team that can represent FRVA beyond traditional settings. Ambassadors can then extend their reach by attending local and regional RV shows, camping expos, and even community festivals—bringing awareness of FRVA to new audiences and creating opportunities for membership growth.

Equally important is the Ambassador's role in strengthening local chapters. A thriving chapter is the backbone of a strong association, and Ambassadors assist in helping ensure that chapters remain active, welcoming to all, and valuable to their members. By encouraging participation, promoting events, and

fostering relationships, Ambassadors help build a sense of community that keeps members engaged and involved.

Ambassadors also serve as a reminder to current members of the many benefits that are included with FRVA membership. From educational resources and travel benefits to emergency assistance programs and exclusive events, it's easy for long-time members to overlook the full value of what they have. Ambassadors help reignite that awareness, reinforcing why members joined in the first place and why staying involved matters.

To ensure continued success, the program includes a system to track and follow up with all Ambassadors. This ongoing engagement helps maintain motivation, provides support, and allows the organization to measure the program's impact. Ambassadors who successfully recruit new members will be recognized for their efforts, with opportunities for acknowledgment on the FRVA website and in the bi-monthly Family RVing magazine.

Ultimately, the FRVA Ambassador Program is about leadership through service—equipping members with the tools, recognition, and support they need to grow the association, strengthen chapters, and share the value of Family RV Association with others.

Respectfully submitted,

A handwritten signature in cursive script that reads "Wayne Cernie".

Wayne Cernie  
Recruitment Committee Chairman

**Retention and Member Satisfaction Committee**  
**Report to Governing Board**  
**June 30, 2026**

In July 2025, the Retention and Member Satisfaction Committee was created as a committee separate from the Recruitment Committee. Our focus is on the root cause(s) of declining FRVA membership.

This “Retention and Member Satisfaction” committee is to focus on developing ideas and recommendations for Executive Board considerations on....

- 1) Retaining membership by improving the retention rate and longevity of membership by addressing personal satisfaction issues with FRVA and aspects of the organization.
- 2) Improving the enthusiasm and connections of our FRVA members by increasing face to face opportunities to promote FRVA as the premier RV Association of choice for their RV lifestyle. Hearing about the benefits of FRVA directly from a member gives greater validity. Personal conversations and invitations to join one of our chapters gives a more personal feeling of inclusiveness.

The committee and several of the FRVA staff have had bi-weekly Teams meetings since last August. The committee first looked at many short-term activities and programs that we felt would have a favorable impact on membership satisfaction and perceptions of FRVA value. Improving membership satisfaction is the key. With our current low retention rate, improving longevity of memberships is a necessity for success. A variety of ideas have been discussed for implementation at national and area rallies, development of a point system potentially with short and long term rewards for members - which could include attendance at rallies, participation in activities, governance involvement for FRVA, longevity of membership, etc. Some recommendations are in further development for consideration.

It's concluded that the initial primary issue to learn, understand, and resolve is **“What is the most satisfying aspect(s) of FRVA for our members - and why do members continue to pay dues to be a member of FRVA?”** Understanding this may involve re-evaluation of current member demographics and their priorities for the organization - leading into activities that all members are most satisfied with to be in line with the Mission of FRVA which is “The mission of FRVA is to educate, support, and encourage family and social RV lifestyles.”

To understand this most basic issue, a satisfaction-focused survey is being conducted to receive as much input from as many FRVA members as possible. The primary question asked is for members to rank in order of personal satisfaction received from the various aspects provided by FRVA membership. Responses were received from the attendees at Perry GA in March. Responses have been received from chapter members during their local chapter meetings. The survey is being requested from all attendees at the upcoming 2026 Northwest, Great Lakes, and INTO Area rallies as well as at the International Convention and the Midwest Area rally at Sedalia. This will provide considerable data from chapter and rally attendees. That process is in progress, and results will be communicated after analysis.

Our next major task is getting additional significant response input from FRVA members that are currently not chapter members, nor have they attended an Area Rally or International Convention during 2026. The best method to obtain information from these members has not yet been determined.

Submitted on behalf of the Retention and Member Satisfaction Committee: Bob Golk, Brian Little, Nancy Pierce, Sheryl Schwochert, and John Jacobs.

Respectfully submitted,

A handwritten signature in black ink that reads "John D. Jacobs". The signature is written in a cursive style with a large, prominent initial "J".

**John D. Jacobs** - Chair – Membership Retention and Satisfaction Committee  
[JohnJacobsFMCA@gmail.com](mailto:JohnJacobsFMCA@gmail.com)

**Risk Management Committee  
Report to the Governing Board  
Sedalia, Missouri  
June 30, 2026**

The Risk Management Committee currently only has two members. Additional members with insurance experience would allow us to expand our project list.

The committee has worked with our General Agent on both the commercial insurance package and the Arch travel package. We will continue to review loss claims on both packages to see if we can formulate additional changes to improve the coverages while being mindful of budgetary requirements.

The “Guide to Risk Management” has not been updated in some time. Now that the two main insurances packages are set, we want to spend time updating this document.

Again, if any member with insurance experience is interested in joining the committee, contact Penny Gortemiller at the FVRA office.

Respectfully submitted,

*Ned Boston*

Ned Boston, Chairman

**Towable Committee Report  
Governing Board Meeting  
June 30, 2026**

**Towable Committee  
Report to the Executive Board  
March 14, 2026**

A meeting of the Towable Committee of Family RV Association was held on October 27, 2025, via teleconference.

The committee discussed following recommendations:

1. To recommend the convention committee conduct a towable rodeo at the upcoming Perry, Georgia, International Convention in March 2026.
2. The committee's mandate was discussed, and it was determined that for now the committee should focus on retaining the towable members and that FRVA welcomes all recreational vehicle types. The committee's scope may develop over time.

Respectfully submitted,

*Dan Setergren*

Dan Setergren, Chairman

## Actions 2025/2026

The items summarized below are actions taken by the Executive Board and Board of Directors from July 2025 through June 2026. The items are split into two groups:

The “Items to be Voted On” are action items approved by the Executive Board or Board of Directors that also require the approval of the Governing Board. Prior to voting, any item may be pulled by a member of the Governing Board for additional discussion.

The “Informational Items,” which have previously been reported in the minutes of the Executive Board and Board of Director meetings, are provided to aid the Governing Board in exercising its oversight responsibilities over the affairs of Family RV Association and FMC as contemplated by the Bylaws. Any questions regarding the Informational Items may be raised during the Governing Board meeting.

### ITEMS TO BE VOTED ON

1. To approve Shawnee, Oklahoma, for the summer 2027 event.
2. To approve Tucson, Arizona for the winter 2028 location in March.

### INFORMATIONAL ITEMS

3. To approve the Finance Committee’s recommendation to set aside \$200,000 for the purpose of education in FRVA’s 2026 fiscal year budget.
4. To approve the Finance Committee’s recommendation to move FRVA’s investment portfolio from Corient Wealth Management to FIDES Wealth Strategies Group.
5. To approve Option 1 addendum to the Roadside Rescue Plan.
6. To approve the FRVA Health Plan proposal.
7. To approve the overall insurance policy renewal in the amount of \$261,178.
8. To approve the Arch program for \$1.20 per member per month.

9. To earmark 50% of the association's net operating earnings to each of the reserve funds in the investment portfolio as outlined in Policy and Procedure #2035, Reserve Funds.
10. To set aside \$200,000 for the purpose of education for FRVA's 2027 fiscal year proposed budget.
11. To accept the Wage Review Board's recommendation for salaries for 2026, in the amount of \$1,827,232.88, as outlined in P&P #4012, Wage Review Board.
12. To approve the 2027 fiscal year proposed budget with a surplus of \$6,960.81.
13. To accept the proposal from Dutch.
14. To approve the Standing Rules and agenda for the Governing Board meeting in Sedalia, Missouri.
15. To present the 2026 Robert L. Richter award to Jana Martin, F511812, nominated by Al Cain, with the Travelin Texans chapter.
16. To present the 2026 Kenneth T. Scott award to Connie Pool, L140306.
17. To accept the Executive Director Search Committee's recommendation and hire Doug Uhlenbrock as Executive Director.
18. To approve the Employee Handbook as amended, with the computer purchase section removed.



**SUMMARY**

**Revenue**

Membership	\$	4,182,594.08
IT/Tech Connect	\$	2,913,396.12
Magazine	\$	321,426.00
Events	\$	1,146,573.00
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>8,563,989.20</b>

**Expenses**

Membership	\$	1,685,070.14
IT/Tech Connect	\$	3,019,698.78
Magazine	\$	774,989.38
Events	\$	1,144,666.71
Chapter Services	\$	550,878.35
Administrative	\$	1,381,725.03
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>8,557,028.39</b>

**OPERATING INCOME \$ 6,960.81**

**Membership**

The Membership Department is the center of the association. We provide customer service to active members and assist potential new members. The services range from, but are not limited to, record updates, payment transactions, providing details regarding benefits and discounts offered and other items related to an FRVA membership. The Membership Department works with all other departments to ensure the correct information is shared with members and prospects, items and information are shipped to FRVA events and RV shows, updates are made to the website and printed materials as needed, and notices regarding membership status are deployed on schedule.

<b>Membership</b>	
<b>REVENUE</b>	
Dues	\$ 3,630,064.08
Misc Membership	\$ 250.00
Commissions	\$ 450,000.00
Store	\$ 87,280.00
Area Reimbursements	\$ 15,000.00
<b>Total Membership Revenue</b>	<b>\$ 4,182,594.08</b>

<b>Membership</b>	
Revenue	\$ 4,182,594.08
Expenses	\$ 1,685,070.14
<b>Net</b>	<b>\$ 2,497,523.94</b>

<b>Membership</b>	
<b>EXPENSES</b>	
Affiliate Program	\$ 15,000.00
New Member Plates	\$ 64,008.00
Members benefits & Postage	\$ 538,400.00
Marketing	\$ 290,000.00
Membership Meeting	\$ 3,150.00
Membership Benefits - Store	\$ 75,000.00
Member Directory	\$ 5,000.00
Shows & Exhibits	\$ 86,200.00
Credit Card Fees	\$ 58,624.08
Staff Development	\$ 3,630.00
Employee Benefits	\$ 67,918.06
Employee Wages	\$ 446,000.00
Payroll Taxes	\$ 32,140.00
<b>Total Membership Expenses</b>	<b>\$ 1,685,070.14</b>

**Chapter Services & Governance**

The Chapter Services and Governance Department supports FRVA’s chapters, committees, National Officers, and Areas. Our support includes but is not limited to the following: Rosters; Officers; Rallies/Certification/ Maintain Governance Documents, including amendments; Committee member maintenance; meetings, workshops, agendas, handouts and action items for the Governing Board meetings.

<b>Chapter Services</b>	
<b>EXPENSES</b>	
Awards & Programs	\$ 11,624.00
Executive Board/Committee Travel	\$ 269,000.00
Executive Board/Committee Apparel	\$ 13,700.00
Governing Board Meeting	\$ 7,400.00
Employee Benefits	\$ 32,004.35
Employee Wages	\$ 196,435.00
Payroll Taxes	\$ 19,365.00
Staff Development	\$ 1,350.00
<b>Total Chapter Expenses</b>	<b>\$ 550,878.35</b>

<b>Chapter Services</b>	
Revenue	\$ -
Expenses	\$ 550,878.35
<b>Net</b>	<b>\$ (550,878.35)</b>

**Information Technology-Tech Connect**

Our I.T. department is responsible for managing and supporting the technology infrastructure that keeps FRVA running smoothly. Our I.T. department ensures support and troubleshooting to our staff and members, network and systems management, and cybersecurity. The Tech Connect program serves as a member benefit available to all members. The program consists of 3 service providers offering mobile hotspots and phone line plans. Customers receive support via Cincinnati staff with daily issues pertaining to the devices and plans. It is viewed as a member benefit that can provide additional revenue for the organization.

**REVENUE**

<b>Tech Connect</b>		
T-mobile	\$	1,526,480.64
AT&T	\$	1,163,632.76
Verizon	\$	155,000.00
Credit Card Fees	\$	68,282.72
<b>Total Tech Connect Revenue</b>	<b>\$</b>	<b>2,913,396.12</b>

<b>Information Technology</b>		
Revenue	\$	2,913,396.12
Expenses	\$	3,019,698.78
<b>Net</b>	<b>\$</b>	<b>(106,302.66)</b>

**EXPENSES**

<b>Tech Connect</b>		
Tech Connect Expenses	\$	2,252,237.35
Information Systems	\$	118,000.00
Software Licensing	\$	60,200.00
Hosted Services	\$	52,200.00
Network Services	\$	44,250.00
Web Services/Subscriptions	\$	6,930.00
Credit Card Fees	\$	68,282.72
Employee Benefits	\$	41,963.71
Employee Wages IT	\$	346,550.00
Payroll Taxes	\$	29,085.00
<b>Total I.T. &amp; Tech Connect Expenses</b>	<b>\$</b>	<b>3,019,698.78</b>

**Publications**

Creates the bimonthly magazine; adds content to FamilyRVingmag.com; compiles e-newsletters; oversees and assists the outside sales firm responsible for print and digital sales; contributes to the association’s written and visual communications; and coordinates public and media relations efforts.

**REVENUE Publications**

Magazine Advertising	\$	236,880.00
Classified Advertising	\$	26,496.00
Web Advertising	\$	57,600.00
Subscriptions	\$	450.00
<b>Total Revenue</b>	<b>\$</b>	<b>321,426.00</b>

**Publications**

Revenue	\$	321,426.00
Expenses	\$	774,989.38
<b>Net</b>	<b>\$</b>	<b>(453,563.38)</b>

**EXPENSES Publications**

Outside Sales Rep Commission	\$	53,000.00
Magazine Writers	\$	20,000.00
Magazine Write-Offs	\$	10,000.00
Digital Magazine	\$	3,300.00
Printing	\$	150,000.00
Postage	\$	122,400.00
Education Set-Aside	\$	(200,000.00)
Magazine Education Content	\$	200,000.00
Misc	\$	5,296.00
Employee Benefits	\$	72,423.38
Employee Wages	\$	313,040.00
Payroll Taxes	\$	25,530.00
<b>Total Magazine Expenses</b>	<b>\$</b>	<b>774,989.38</b>

**Events**

The Events Department is responsible for producing two international conventions each year along with assisting the 10 areas with their annual rallies. Department staff build both family and commercial registration setups ; take and manage the registrations; and produce credential packets for the events. The group is responsible for all facets of the conventions, from initial location selections, pre-event planning, and the ultimate production of the rally.

<b>Winter Convention</b>		
<b>REVENUE Perry - 1,000 attendees</b>		
Convention - Family Registration	\$	254,250.00
Convention-Family Electric	\$	260,450.00
Convention Exhibitor Reg Winter	\$	243,500.00
Convention Public Gate	\$	2,500.00
Convention-Misc	\$	6,000.00
Credit Card Fees	\$	18,401.00
<b>Winter Total Revenue</b>	<b>\$</b>	<b>785,101.00</b>
<b>EXPENSES</b>		
Convention Grounds & Related	\$	259,450.00
Convention Entertainment	\$	88,550.00
Convention Transportation	\$	10,000.00
Convention Travel & Receptions	\$	33,000.00
Convention Prop & Equip	\$	16,700.00
Convention Other Expense	\$	55,300.00
Credit Card Fees	\$	18,401.00
<b>Winter Total Expense</b>	<b>\$</b>	<b>481,401.00</b>

<b>Winter Convention (Perry)</b>	
Revenue	\$ 785,101.00
Expenses	\$ 481,401.00
<b>Net</b>	<b>\$ 303,700.00</b>

<b>Summer Convention (Shawnee)</b>	
Revenue	\$ 361,472.00
Expenses	\$ 340,772.00
<b>Net</b>	<b>\$ 20,700.00</b>

<b>Convention Total</b>	
Revenue	\$ 1,146,573.00
Expenses	\$ 822,173.00
<b>Net</b>	<b>\$ 324,400.00</b>

<b>Summer Convention</b>		
<b>REVENUE Shawnee, OK- 400 attendees</b>		
Convention - Family Registration	\$	83,000.00
Convention Family Electric	\$	146,500.00
Convention Exhibitor Reg	\$	116,500.00
Convention Public Gate	\$	2,000.00
Ladies Luncheon	\$	5,000.00
Credit Card Fees	\$	8,472.00
<b>Summer Total Revenue</b>	<b>\$</b>	<b>361,472.00</b>
<b>EXPENSES</b>		
Convention Grounds & Related	\$	134,250.00
Convention Entertainment	\$	60,500.00
Convention Transportation	\$	7,750.00
Convention Travel & Receptions	\$	51,600.00
Convention Prop & Equip	\$	27,000.00
Convention Other Expenses	\$	51,200.00
Credit Card Fees	\$	8,472.00
<b>Summer Total Expense</b>	<b>\$</b>	<b>340,772.00</b>
Employee Benefits	\$	47,613.71
Employee Wages	\$	251,270.00
Payroll Taxes	\$	23,610.00
<b>Total Events Employee Benefits</b>	<b>\$</b>	<b>322,493.71</b>

**Administrative**

Administrative duties span multiple roles to ensure smooth operations. The receptionist manages front-desk communications, greets visitors, and directs inquiries, maintaining a professional and welcoming environment. The print technician oversees the production and distribution of printed materials, supporting marketing and member services. The controller handles financial reporting, budgeting, compliance, paying bills, and banking to ensure fiscal responsibility. Human Resources manages recruitment, onboarding, employee relations, and benefits administration, fostering a positive workplace culture. The project/operations manager coordinates cross-functional initiatives, streamlines processes, and ensures projects are completed on time and within scope. Collectively, these roles support organizational efficiency, member satisfaction, and strategic goals.

**EXPENSES**

**Administrative**

Accounting	\$	32,000.00
Automobile	\$	2,500.00
Bank Service Charges	\$	6,000.00
Building Maintenance	\$	62,000.00
Dues & Subscriptions	\$	2,500.00
Equipment Rent/Repair	\$	90,000.00
Federal Income Taxes	\$	80,000.00
Insurance	\$	299,236.00
Misc	\$	7,730.00
Office Supplies	\$	40,000.00
Payroll Taxes & Services	\$	47,890.00
Postage	\$	20,500.00
Professional Services	\$	25,000.00
Real Estate Taxes	\$	70,000.00
Telephone	\$	24,500.00
Utilities	\$	80,900.00
Contingency	\$	25,000.00
Employee Benefits	\$	44,819.03
Employee Wages	\$	421,150.00
<b>Total Admin Expenses</b>	<b>\$</b>	<b>1,381,725.03</b>

<b>Administrative</b>	
Revenue	\$ -
Expenses	\$ 1,381,725.03
<b>Net</b>	<b>\$ (1,381,725.03)</b>

**GOVERNING BOARD MEETING**  
**MOTION/AMENDMENT FORM**

This form is to ensure that the motion is accurately recorded. Motions are too important for the secretary to miss a single word. **Please submit your completed form to the National Secretary after making your motion.**

\_\_\_\_\_ Member Name *(please print)*

\_\_\_\_\_ FMCA Member Number

\_\_\_\_\_ Chapter Name

MOVES

AMENDS

that: *(please print)* \_\_\_\_\_

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MOVES

AMENDS

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MOVES

AMENDS

that: *(please print)* \_\_\_\_\_

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**United by the road.  
Powered by freedom.  
Driven to explore.**