

**STANDING RULES  
OF THE  
SOUTHEAST AREA MOTOR COACH ASSOCIATION, INC.  
of the Family Motor Coach Association, Inc.  
Amended February, 2015**

**1. REGIONS AND REGIONAL VICE PRESIDENTS**

**1.1** FMCA has designated the Southeast Area to include the states of Alabama, Florida, Georgia and Mississippi. The SEA Area shall be subdivided into Regions with each Region including no more than 20 chapters. Regions have been established as:

- a. Alabama Region
- b. South Florida Region
- c. Central Florida Region
- d. North Florida Region
- e. Georgia Region
- f. Mississippi Region

**1.2** The boundaries of these Regions have been established and will not be changed except to maintain the 20 chapter limit. Any changes to the boundaries will be made by the SEA President and the SEA Executive Board. This includes the establishment of any new Regions.

**1.3** Each Region will elect a Regional Vice-President to assist the SEA President and to represent member chapters on the Executive Board.”

**2. OFFICERS**

The duties of the Southeast Area Motor Coach Association (SEA) Officers include, but are not limited, to the following:

**PRESIDENT**

The President shall be the chief executive officer of SEA and shall, in general, be subject to the control of the Executive Board and the Board of Directors. He/She shall perform all the duties incidental to his/her office and perform such other duties as may be required by law, by the Articles of Incorporation, by the SEA Bylaws, and or duties which may be assigned to him/her by the Executive Board and/or the Board of Directors.

The President shall staff all RV and RVIA shows in his/her area that have been endorsed by FMCA.

The President shall act as the Rally Coordinator for the area rallies held in his/her area.

The President, with the approval of the Executive Board, may by resolution, authorize any officer or agent of the SEA to enter into any contract or execute and deliver any instrument, in the name of and on behalf of SEA and such authority may be in general or confined to specific instances.

The President shall prepare an annual budget for SEA with the assistance of the SEA Treasurer.

#### **SENIOR VICE PRESIDENT**

The Senior Vice President shall, in the absence or disability of the President, or in the event of his/her refusal to act, perform all the duties of the President relating to SEA duties, and when so acting, shall have the powers of and be subject to the restrictions of the President.

The Senior Vice President shall be the Co-Rally Master of all SEA Rallies.

#### **REGIONAL VICE PRESIDENTS**

The Regional Vice Presidents shall perform all duties and directives as designated by the SEA President.

They shall represent SEA to the chapters in their region and also represent the chapters in their region to SEA.

In addition, the Regional Vice Presidents shall be responsible for securing volunteers for the International Convention held in the Southeast Area and chair duties as requested by the President of SEA for production of a Southeast Regional Rally.

#### **SECRETARY**

The Secretary shall keep the minutes of the SEA Annual Membership Meeting, and meetings of the Board of Directors and the Executive Board, ensuring that copies of these minutes are distributed appropriately.

He/She shall maintain a record of the Board of Directors and have access to the membership roster of each chapter in SEA.

In general, the Secretary shall perform all duties incidental to the office of Secretary, and other such duties as may be required by the Bylaws, assigned by the Executive Board or the Board of Directors. The Secretary shall have possession of the Corporate Seal of SEA.

#### **TREASURER**

The Treasurer shall receive all funds and pay all bills of the Southeast Area under direction of its' Officers and Directors.

He/She will present a financial report at each meeting.

The Treasurer shall assist the SEA President in the preparation of the SEA Annual Budget.

The Treasurer shall have charge and custody of, and be responsible for all funds and securities of SEA, and deposit all such funds in the name of SEA in such banks, trust companies, or other depositories as approved by the Executive Board and shall render to the Board of Directors whenever they request it, an account of any and all of his/her transactions as Treasurer and the financial condition of SEA.

In general, the Treasurer shall perform all duties incidental to the office and such duties as may be required by law, by the Articles of Incorporation, by the Bylaws, or duties which may be assigned by the Executive Board.

He/She shall provide all financial documents of the Southeast Area to be certified by the Audit Committee at the close of each fiscal year.

He/She may engage a Certified Public Accountant to prepare tax returns and a financial statement at the close of each fiscal year, with copies to be distributed to the Executive Board, the Audit Committee, and the National Directors when requested.

At the expiration of his/her term of office, the Treasurer shall submit his/her records within thirty (30) days for examination to the Audit Committee.

He/She shall deliver to the incoming Treasurer, all monies, vouchers, books, and papers of the SEA Association in his/her custody, with all postings made to date of delivery.

#### **IMMEDIATE SEA PAST PRESIDENT**

The Immediate Past President of the Southeast Area shall serve on the Executive Board as an Advisor with NO voting privileges.

He/She may perform other duties as requested by the President, the Executive Board, or the Board of Directors.

### **3. ANNUAL BUSINESS MEETING**

The Annual Business Meeting will be held at such place designated by the President and approved by the Executive Board. This meeting shall be duly announced sixty (60) days in advance.

### **4. ELECTIONS OF OFFICERS**

4.1 The Southeast Area Officers, with the exception of the President, shall be elected every two years with an effective date at the close of the Annual Meeting in the election year. The Nominating Committee shall certify by a report to the Executive Board no later than 90 days prior to election, a single or multiple slate of candidates for the Senior Vice President, Regional Vice Presidents, Secretary, and Treasurer.

4.2 Resumes (printed on one side only) shall be mailed 60 days prior to the election to the Board of Directors, allowing sufficient time for review. The tellers shall provide a written report to the Executive Board at the close of the election. The tellers shall consist of the Nominating Committee and their spouses.

### **5. ELECTIONS GEOGRAPHICAL REGIONS**

Each Region described in Standing Rule 1 shall elect a Regional Vice President to represent their Region on the Executive Board. Regional Vice Presidents must reside in the Region they represent. Incumbents who are reelected for a second term must represent the same Region previously served.”

### **6. ELECTION COMMITTEE – ELECTION OF THE NOMINATING COMMITTEE**

The Board of Directors shall elect a Nominating Committee in conjunction with the election of the Executive Officers. The Regional Vice Presidents and Chapters may submit candidates for the Nominating Committee who have consented to serve if elected from his/her Region.