







Added comment  
Added comment can be placed  
anywhere by selecting  
tools / comment & markup /  
sticky note  
Then place note and type.







Check all that apply      Award calculations

## Communications

30. **Region Officer Visitation** (200 points)  
 Region officers are assigned to visit each Unit at least once each year. (Offer to install new Unit officers)
- \_\_\_\_\_  
points
31. **Region Newsletter** (200 points)  
 Produce a Region newsletter at least four times a year (quarterly).
- \_\_\_\_\_  
points
32. **Region Newsletter Distribution** (50 points each)
- a. Send to Unit Officers & Newsletter Editors.
  - b. Send to Region Officers & Staff
  - c. Send to all IBT members (19).
- \_\_\_\_\_   
150 points max
33. **Region News in Blue Beret** (100 points)  
 Select a Contributing Editor to produce articles at least eight (8) times per year.
- \_\_\_\_\_  
points
34. **Calendar of Events** (50 points)  
 Publish an annual calendar of events for Region members that includes both Region and Unit activities.
- \_\_\_\_\_  
points
35. **Region Board of Directors Minutes** (50 points)  
 Send minutes of the Region Board of Directors meeting to Region board members and Region staff.
- \_\_\_\_\_  
points
36. **Communicate** (50 points)  
 Use the telephone or e-mail to communicate frequently with Region staff and Unit Presidents.
- \_\_\_\_\_  
points

## Community Service

37. **Region Community Service Chairman** (100 points)  
 Region has a Community Service Chairman
- \_\_\_\_\_  
points
38. **Community Service Projects** (50 points each)  
 WBCCI or local community service projects are conducted during the Region rally.  
 Project name
- Number \_\_\_\_\_ X 50 = \_\_\_\_\_  
points
39. **Unit Community Service Chairmen** (50 points)  
 Encourage Units to have a Community Service Chairman.
- \_\_\_\_\_  
points

Check all  
that apply      Award  
calculations

## Web Site

40. **Web site** (200 points)  
The Region has a Web site.  \_\_\_\_\_  
Address: \_\_\_\_\_ points
41. **Unit Information** (50 points)  
Unit information or link is included on the Web site.  \_\_\_\_\_  
points
42. **E-mail Addresses** (50 points)  
The site includes e-mail addresses of members who  
agree to have their names listed.  \_\_\_\_\_  
points
43. **Membership Information** (50 points)  
Site includes easily accessible membership information.  \_\_\_\_\_  
points
44. **Links** (50 points)  
The site includes links to WBCCI, other Regions and to  
other sites of member interest.  \_\_\_\_\_  
points
45. **Newsletter** (50 points)  
The Region newsletter is reproduced on the web site.  \_\_\_\_\_  
points
46. **Picture Gallery** (50 points)  
The site includes a gallery for pictures provided by  
members.  \_\_\_\_\_  
points

**Sub-total all Points from: Pages 3 - 8 =**

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Points  
Assigned  
by Program  
Coordinator

**BONUS SECTION** (500 points maximum)

The bonus section is designed to acknowledge Region activities and programs not previously listed. Please list below those activities you wish considered. Bonus items will be considered by the program coordinator and the International President and points assigned as appropriate.

I.E. 300 points - Region sponsors a Midwinter IBT Meeting.

200 points – Region sponsors a Computer Rally.

50 points – Region responsible for Region Officer Pre-International Rally Dinner

50 points – Region meal at International Rally

50 points – Meal for early workers at Region Rally.

A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

D. \_\_\_\_\_

E. \_\_\_\_\_

(500 points maximum)

**(Note: Attach detailed information for each Bonus activity listed.)**



**Sub-Total Points from page 8 = \_\_\_\_\_**

**Bonus Points Awarded = \_\_\_\_\_**

**Total Points =**

POINTS TO QUALIFY FOR *REGION AWARD OF EXCELLENCE* = 4,500

*Award of Excellence Approval*

X \_\_\_\_\_  
Program Coordinator Date

X \_\_\_\_\_  
International President Date

## **DUTIES OF REGION OFFICERS**

### **CONSTITUTION**

Region President sits on International Board of Trustees (IBT) with Region Vice President, 1<sup>st</sup> and 2<sup>nd</sup> in that order, to sit in his stead.

As member of IBT, supervises financial affairs of the Club, including adoption of budget and designation of banks, and manages and disposes of all real and personal property; attends meetings and special meetings; defines policies; exercises general control and supervision of all officers and committees; construes and interprets Constitution and Bylaws and Policy; attends three meetings each year. (Article IX)

Issues provisional Charter to new Units and forwards request to IBT for approval of permanent Charter; fixes and determines rules, regulations and qualifications for a Unit Charter; suspends or revokes Charters. (XI)

President selects Nominating Committee Chairman. (XIII)

As member of IBT, fixes and determines Intl annual membership dues. (XIV)

As member of IBT, adopts additional provisions for governing WBCCI as long as consistent with this Constitution. (XV)

Certifies proposed Constitution amendments were approved by a majority of Units within Region and forwards to Headquarters and the Constitution and Bylaws Committee by March 1. (XVI)

### **BYLAWS AND POLICY**

Communicates major policy changes to Unit Presidents to inform their members; submits agenda items to HQ by December 1, May 1, and June 30, respectively, for the Mid-winter, June, and July IBT's (VIII)

Conducts elections of a President, 1<sup>st</sup> and 2<sup>nd</sup> Vice Presidents to Executive Committee of Region Board; appoints a Secretary and Treasurer; appoints others for management and welfare of Region; selects a Nominating Committee, the Region President distributes report to Units by September 1 of the election year, distributes the Official Ballot to each Unit President by January 31, and announces results by May 5 and certifies results to Headquarters.

Visits all Units at least once each year; consults with, assists, and advises Unit officers of their duties. (IX)

Holds Board meetings, rallies, and conducts caravans. (IX)

## REGION POLICY

Qualifications and requirements of Region President (and therefore Vice Presidents):

Believes in WBCCI concepts and practices; able to travel, meet people openly and communicate easily; broad knowledge of, and experience in WBCCI Unit operations; working knowledge of WBCCI organization and documents; clear understanding of parliamentary procedure and general club management.

Capable of performing and willing to undertake and carry out following duties equally among all Units within the Region:

Promotes a full program of Unit activities of interest to majority of membership.

Participates in official and social functions during Unit visit.

Ensures that WBCCI Blue Book is available, current and understood by Unit officers.

Supports Unit activities through visits, letters, bulletins, phone calls, etc. and promote visiting between Units.

Ambassador of good will and promotes good fellowship and harmony.

Performs ceremonial functions, i.e., in stall officers and recognizes deserving members.

Functions as vital link in communication chain between Unit and International Officers and committees and among Units in the Region.

Assumes "Trustee" responsibility for concepts, policies, activities and management of Club as a whole, striving to influence its progress and improvement.

Assists Unit officers and delegates to understand items to be considered at delegates' meeting.

Plans and operates Region rallies and caravans.

Organizes new Units in Region.

Attends National rallies held within Region and assists as requested.

Conducts Region Board meetings and other Region business, appoint committees, maintain records and keep Region Vice Presidents (and President) informed.

Coordinates with other Region Presidents and with Intl Committees as needed and represents Units and Region Board at IBT and Committee meetings.

Assists Intl President, officers, and Committees in conduct of club business as requested, and assists Intl Rally Committee in planning and operation of Intl Rally.

Attends all IBT meetings and participates in deliberations of Board, studies reports and minutes to be an effective participant.

Fosters a program of assuring that non-member Airstream owners become aware of club and the benefits of membership.

As Past Region President, continues to act as an ambassador for WBCCI and assists Units, current officers and committees as requested.

Enforces {and fully understands} the Intl. Constitution, Bylaws, & Policies. (IX)

Understands *Blue Beret* guidelines, appoints a Contributing Editor and approves use of 60 column inches in *Blue Beret* to promote region rallies, caravans and multi-unit rallies as well as other newsworthy items specifically about the Region. Approves an additional 11 column inches for each Region caravan conducted and 14 column inches for each State, Provincial, Special Events and National Rallies. (XII)

Understands guidelines for use of club name and emblems. (XIII)

Understands policies regarding liability insurance and administers claims within the Region. (XVI. 9, 10)

## **Checklist of Required Items**

(For Region Award of Excellence Program)

To ensure that your application is considered complete, did you...

- Enclose copy of "Region Goals?"
- Enclose copy of "Region Strategic Plan?"
- Enclose documentation for Bonus Points?

Note: Copies must be attached to receive credit.

**To apply for the *Region Award of Excellence* complete this form and mail two copies to WBCCI Program Coordinator below by October 1.**

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