

KEEPING IN TOUCH

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A CHAPTER SERVICES DEPARTMENT PUBLICATION



MESSAGE FROM THE NATIONAL SECRETARY

Welcome to August 2023!

CELEBRATING SIXTY, FMCA's 107th International Convention, is nearly here! Our Event's Department has planned many new activities for your enjoyment. To check out all the information and activities for Gillette, please go to the FMCA website, www.fmca.com.

It isn't too late to register for CELEBRATING SIXTY; give the Events Department a quick call (1-800-543-3622) to reserve your spot. Please come and join in the fun, friendship, vendors, show RVs and educational opportunities. Renew friendships and meet new friends! We joined FMCA in 2002 and have met so many wonderful friends at every FMCA function we have attended. *Remember, every friend was once a stranger!*

Chapter certification will be beginning in early October. Keep an eye out for the paperwork; either complete it online or send a hard copy to the Cincinnati office. You will receive the Instruction Sheet, Chapter Officer Form, Chapter Roster, and Chapter Meeting Verification in late October. If you are a newly elected secretary, take some time to read about what you need to do to certify your chapter. If you are a returning secretary, please take a moment to refresh your memory. Remember, the information on the forms for 2023 must list the officers of your chapter or area who are serving in office **on** December 31, 2023. The BEST advice that I can give you, is to PLEASE make a hardcopy of your paperwork for your records. Forms are due in Cincinnati on or before December 31, 2023.

Personally, I would like to sincerely thank the Chapter Services Department, Penny Gortemiller (Chapters & Governance Director), Danielle Powell (Chapter Services Assistant) and Leah Timmers (Chapter Services Coordinator), for all their hard work and keeping us all well-informed secretaries!

The next Secretary Roundtable will be held in Gillette, Wyoming, on August 24, 2023, at 9:00 a.m. in Seminar Room 10. I encourage all current Area & Chapter Secretaries, and anyone interested in serving in a secretary position, to attend the Gillette roundtable. Please join in and share your ideas with other secretaries. I suggest, if you hold the combined Secretary/Treasurer position, you consider attending the Treasurer roundtable on August 24, 2023, at 1:00 p.m. in Seminar Room 10. PLEASE recheck these times and locations with your program booklet.

Have you signed up for the Chapter Fair in Gillette? If you would like a booth to promote your chapter or area, give the Chapter Services Team a call at 800-543-3622. This is a great way to recruit new chapter members! For more information on all the happenings in Gillette, go to <https://www.fmca.com/fmca-events-information-central>.

Let's all try to recruit a new member for FMCA and your chapter! Just think, if every FMCA member recruited just 1 member, our wonderful association would double in size.

Don't forget to mark your calendar with FMCA's 108th International Convention in Tucson, Arizona, March 20 – 23, 2024!

CELEBRATING SIXTY will be my last convention as your National Secretary. These past four years have truly been an honor and privilege to meet and work with so many wonderful secretaries and members of FMCA! A big THANK YOU to you and the Chapter Services Department for helping to make these past four years so memorable!

If you have any concerns or questions, don't hesitate to call me or email me at kbalogh@fmca.com, 503-530-0166 or 513-319-0198.

Happy and Safe travels! Remember to Keep in Touch!

Kathie

CHAPTER ANNIVERSARIES

July, August, and September

10 Years

Certificate

Entegra Coach Owners (8/30)

20 YEARS

Certificate

Bus N USA (9/1)

30 YEARS

Certificate

Georgia Mountaineers (9/18)

American Coach Chapter of FMCA (9/28)

35 YEARS

Certificate

Southern California FMCA Elk (8/10)

Frustrated Maestros NW Musical Misfits (9/18)

40 YEARS

Certificate & \$100 Check

B.C. Bus Nuts (8/10)

Beavers Ambassador Club (9/24)

45 YEARS

Certificate & \$150 Check

Coastal Tarheels (7/25)

S.O.I. Motorhome Club (7/25)

Westex (7/25)

50 Years

Certificate & \$350 Check

Arkansas Travelers (7/21)

Long Islanders (7/21)

55 Years

Certificate & \$400 Check

Arizona (7/13)

Illini (7/13)

Roll 'N Rebels (7/13)

A Few Things To Remember ...



- Please note that you can submit changes to your chapter's roster at any time! If you would like to request a current copy of your roster, or make any additions and deletions, please contact chapters@fmca.com or click the following link to make changes online:
<https://www.fmca.com/documents-and-forms>
- The more changes you make throughout the year, the easier it will be during certification!
- We want to know what chapter membership means to you. It's been said that chapter membership is one of FMCA's best benefits, and we want to know why you and your chapter members love being part of your chapter! Please encourage your chapter members to send in their testimonials. They can be submitted via email to chapters@fmca.com or by mail to Attn: Chapter Services, 8291 Clough Pike, Cincinnati, OH 45244.
- Please note that ALL requests for chapter rally certificates of insurance (C.O.I.'s) and accompanying contracts for rallies MUST be submitted to chapters@fmca.com for review and approval. Please do not contact the insurance agency directly. Please do NOT sign the contract until receiving correspondence from FMCA to confirm the contract does not put FMCA or the chapter at risk of liability.

CHAPTER CERTIFICATION

It's time again to certify your chapter! You will soon receive your packet in the mail that will include four forms: Chapter Officer Form (required), Chapter Meeting Verification (required), Chapter Roster (required), and Chapter Monthly New and Past-Due Report (optional). You will need to complete the Chapter Officer Form during the year whenever re-elections or changes occur. Next is the **Chapter Meeting Verification form**, where you will indicate when a meeting occurred, plus the status of your chapter. The meeting date form is required. If your chapter is 'open,' you welcome all FMCA members, and if your chapter is 'closed,' your chapter has some sort of membership restriction. Lastly, please compare your roster information with FMCA's roster and update it accordingly. If your chapter chooses to receive the monthly New Member and Past-Due Member Reports, please fill out that form accordingly. There will be more information about these reports included in your certification packet.

Remind your chapter members that it is their responsibility to update their personal information with FMCA (online, or by calling, emailing, or mailing). Any requested changes to individual member profiles that are not received from the members themselves will not be updated.

Don't forget that any expired members that show on your chapter's roster will be removed once we receive your certification paperwork. If they plan to continue to be a member of your chapter, you may want to contact them with a reminder to pay their FMCA dues.

Certification can be completed online or by mail. When you submit your paperwork online, it looks like the FMCA paper form. Whichever way you choose to certify your chapter, we need the information to be returned by **December 31, 2023**, or your chapter will be placed on inactive status. After all of your chapter's forms have been received and processed, the chapter secretary will be mailed a confirmation letter and an updated final roster.

If you have any questions, please contact 513-474-3622, 800-543-3622; or chapters@fmca.com.

The "**CHAPTER BYLAWS FORMAT**" is intended to serve as a reference for FMCA chapters forming or revising their bylaws. The model document contains the basic provisions that conform to FMCA National Bylaws and are binding upon chapters. The Chapter Bylaws Format is available on FMCA's website in the Documents and Forms section that requires a member sign-in.

CHAPTER SERVICES IS HERE TO HELP

Items we can help you with are listed below:

- Area Newsletters
- Bylaws
- Chapter Anniversary Materials
- Chapter Certification
- Chapter Directory
- Chapter Formation
- Election Questions
- Rally Insurance Certificates
- Recruitment Mailings

Penny Gortemiller, Director of Chapters & Governance
Extension 238
pgortemiller@fmca.com

Danielle Powell, Chapter Services Assistant
Extension 232
dpowell@fmca.com

Leah Timmers, Chapter Services Coordinator
Extension 233
ltimmers@fmca.com

HOW DO I UPDATE MY CHAPTER MEMBERS' INFORMATION?

Please note that individual members are responsible for updating their own information with FMCA. They can update the information online at FMCA.com. Once logged in, they can click the Membership drop-down, then click Profile on the left side of the page. Or they can email membership@fmca.com.

MEMBERSHIP QUESTIONS?

Call (800) 543-3622
membership@fmca.com



Upcoming Events

**FMCA 107th INTERNATIONAL
CONVENTION & RV EXPO**
August 23-26, 2023
Gillette, Wyoming

**FMCA 108th INTERNATIONAL
CONVENTION & RV EXPO**
March 20-23, 2024
Tucson, Arizona

SOUTH CENTRAL AREA RALLY
September 13-16, 2023
Shawnee, OK

EASTERN AREA RALLY
October 4-8, 2023
Lewisburg, WV

WESTERN AREA RALLY
January 10-14, 2024
Indio, CA

SOUTHEAST AREA RALLY
February 7-10, 2024
Lakeland, FL

IF YOU HAVE QUESTIONS CONTACT CHAPTER SERVICES

513-474-3622

800-543-3622

chapters@fmca.com

VISIT US ONLINE: WWW.FMCA.COM

Please feel free to use any
articles in this newsletter.

DO YOU HAVE SOMETHING TO SHARE?

Please send letters, comments, and articles to FMCA Chapter Services,

8291 Clough Pike, Cincinnati, OH 45244;

fax them to 513-474-2332; or email them to chapters@fmca.com.

Please let us know if we can use articles from your area's/chapter's publications. Articles used for publication may be edited for space and clarity, and they will also appear on FMCA's website: www.fmca.com.