

**By Laws
of
American Legion Riders' Motorcycle Association
Thomas Hopkins, Post 4**

Purpose:

To participate in community services and ceremonies which are in keeping with the Aims and Purposes of the American Legion. To promote motorcycle safety programs and to provide a social atmosphere for American Legion members who share the same interest. To use our Association or promote and support programs of the American Legion, the American Legion Auxiliary, the Sons of the American Legion, community services and Veterans' Organizations.

By Laws:

A. **Membership:** Membership requirements are as follows:

1. Must be a current paid member of one of the following (and show a membership card for):
 - i. The American Legion
 - ii. American Legion Auxiliary
 - iii. Sons of the American Legion
2. A legal spouse of any of the above
3. You are required to be a licensed motorcycle rider (a class M on your driver's license) and have a running, safe highway motorcycle that is 500 cc's or larger with current insurance to be a member of the American Legion Riders Post 4 unless you are a passenger of the member whose bike you will be riding.
4. If transferring from, or a member of other than Post 4, you will be required to show you current membership card to the Membership Chairperson to become a member of the Post 4 Chapter of the American Legion Riders.
5. If a current Post 4 ALR member feels that another member or applicant is in violation of any of the previous three requirements, they may, privately and in writing, challenge the other member/applicant's validity to the Chapter board of Officers. The written challenge will be done in duplicate. Both copies will be signed by the Director and the challenger, and a copy will be retained by both. It will NOT be discussed in the General Meeting. The member questioning the credentials will then be contacted by the Director with a "YES or NO" answer within fourteen days.
6. To comply with policies of the American Legion, membership in more than one American Legion Rider Post is not allowed.

7. After the requirements are met above; the membership can wait up to 30 days or if the majority wants a vote, after the first two items have been completed at the meeting, the membership may vote to accept or deny the applicant's membership.
8. If the applicant is approved they will then be approved to purchase their ALR patches.

B. Rider's Patches:

1. **Back Patches:** The wearing of the Rider's patch is a matter of team pride and the individual Rider's choice. However, for the purpose of uniformity, when a Rider elects to wear the patches, they will be worn within these guidelines. Starting with a plain black leather vest, the National Riders patch will be centered on the back and bordered by a top rocker of "Post 4". If you joined after 1 Jan 07 you will be required to wear the new one piece back patch.
2. **Front of Vest Patches:**
 - a. **Upper R/H Side:** The patches will be worn in this order from top to bottom:
 - i. Patriot Guard
 - ii. Charter
 - iii. ALR 4 Life
 - iv. Name
 - v. Office or position
 - b. **Upper L/H Side:** The American Flag will be worn above the breast and the affiliation patch of "VET," "AUX," or "SAL" as appropriate, will be worn just below the rockers of the member's parent American Legion Post.
 - c. If you are elected as a board member of the Legion Riders you will wear the Legion Riders vest in compliance with section B of the bylaws.

C. Membership Classes:

1. **Honorary Membership:** The American Legion Riders, Post 4 may elect by majority vote at a General Membership Meeting to authorize an Honorary Membership to an individual or individuals under the following guidelines:
 - a. This membership is to be of an honorary nature and does not constitute actual membership or voting privileges.
 - b. Honorary memberships will only be granted to those persons who have demonstrated themselves to be exceptional assets to the American Legion,

American Legion Auxiliary, and The Sons of the American Legion organizations and have excelled in promoting the aims and purposes of "the American Legion Riders."

- c. If American Legion Rider back patches are granted to these Honorary Members, they must contain a bar with the back patch, to be worn above the center patch, which states the word "HONORARY" so as to clearly identify the class membership.
2. **Special Class Membership:** Any member may continue membership as a Special Class Member (with full membership privileges) if they fail to meet the membership requirements of Paragraph (A-a) or (A-3) pursuant to the following and subject to the approval of the general membership:
 - a. Death of the spouse who was the owner of the motorcycle as defined in Paragraph A.
 - b. Disability, which prevents physically being able to operate a motorcycle and ownership of the motorcycle was relinquished due to this disability. This would also allow the spouse to continue membership under these conditions as long as the spouse remains a member as described in Paragraph (A-1).
 3. **Charter Membership:** The American Legion Riders, Post 4, Charter Members are those members who joined before December 1, 2005.
 4. **ALR 4 Life Membership:**
 - a. Price: \$120, payable in 4 monthly payments of \$30
 - b. Must be a current/paid-up member in good standing of American Legion Post 4, or another post if that post does not have an ALR group. This money is non-refundable should the member's home post create a riders group.
 - c. Once the full amount of \$120 is paid, the person will receive an "ALR 4 Life" patch at no charge. This patch will be black with gold lettering and border, and approximately the same size as the Kansas Patriot Guard patch worn by most members.
- D. **Membership Dues and Renewal:** The minimum annual dues per member shall be set at a rate determined each year by the Executive Committee of the American Legion Riders, Post 4 with the consent of the General Membership. Renewal for the Rider Program will run concurrent with the annual Legion Dues and expiration dates of 31 December, regardless of the initial date of application. Dues shall be prorated as follows: a full year

shall be paid if joining between January 1st and June 30th. A half-year's dues shall be paid if joining after June 30th.

E. **Organization:** The American Legion Riders, Post 4 shall have no subsidiary organizations. Special committees may be appointed as deemed necessary by the membership to handle special events. This is a family organization. Any inappropriate behavior will not be tolerated.

F. **ALR checking account:**

1. Moving or changing of the ALR Post 4 checking account can only be accomplished:

- a. After the entire ALR Post 4 Executive Board has an official board meeting at Post 4 and documents the meeting. The vote must pass by a majority vote.
- b. If the vote passes, then the Executive Board must notify 100% of the membership a minimum of 10 days prior to the next membership meeting at Post 4 that the Executive board is requesting to move the checking account.
- c. At the next membership meeting at Post 4, the entire minutes from the Executive Board meeting will be read by the ALR Post 4 Director. All questions that the membership asks will be answered, and a motion may then be made to move the checking account. A majority vote of all the members present at that meeting is required to pass the motion.

G. The allowed spending of ALR Post 4 funds for monthly expenditures without the membership approval is \$50. Any funds spent above that will be the responsibility of the Executive Board members who signed that check and will be paid back to ALR Post 4 by the end of the next membership meeting, after the check was written or any funds were used, if not approved by the membership.

H. **Officers of The American Legion Riders:** Members of the Executive Board, Post 4 are as follows:

DIRECTOR

CHAPLAIN*

ASSISTANT DIRECTOR

MEMBERSHIP CHAIRMAN*

SECRETARY

HISTORIAN*

TREASURER

ROAD CAPTAIN*

**SERGEANT AT ARMS/
ASST. ROAD CAPTAIN**

**COMMUNICATIONS*
COORDINATOR**

*Appointed by Elected Officers

1. The term of these officers is January 1st thru December 31st of each elected year.
2. The American Legion Riders, Post 4 may add officers as deemed necessary and approved by a majority vote of the Membership.
3. Officers may NOT hold more than one position. The Post Commander or 1st Vice Commander cannot be the ALR's Director or Assistant Director at the same time.

I. **Elections:** Elections of Chapter Officers will be held annually at the first meeting in December of each year. All nominations will be made at the first meeting in November.

J. **Duties of Chapter Officers:**

1. **Director:** Will serve as Chief Administrative Officer of the Association and will preside over all meetings. The Director shall have general supervision over the affairs of the association and shall perform such other duties as directed by the General Membership.
2. **Assistant Director:** Will assume the duties of the Director should the Director not be available. Will assist the Director in the performance of all duties as called on to do so by the Director.
3. **Secretary:** Shall keep a full and correct record of all proceedings and meetings, as well as keeping official records of the chapter.
4. **Treasurer:** Shall have charge of all finances of the Association. Shall be in charge of distributing funds as directed by the General Membership. Shall give financial reports at each meeting, with a detailed written accounting to be distributed to the membership monthly.
5. **Road Captain:** Shall be the member in charge of organized runs of the Association. The RC will determine dates, times, routes, and meeting places for those taking part in a run activity. The RC will appoint road guards to help insure the safety of the group during a run.
6. **Historian:** Shall keep all historical records of the chapter.
7. **Membership Chairman:** Shall keep membership records as may be required by the General Membership. Give detailed reports at each regular meeting. Also responsible for giving welcome packets to new riders.

8. **Sergeant at Arms/Assistant Road Captain:** Shall assist organizing meetings and maintaining order during meetings. Will assist the Director in activities as directed. The Sergeant at Arms will be required to take the roll of the members, visitors and potential new members attending each meeting. As the Assistant Road Captain, he/she will assist the Road Captain on organized runs, training or other projects as necessary.
 9. **Chaplain:** Shall give spiritual guidance and counseling to the membership, and when available, open and close the meetings with a prayer.
 10. **Communications Coordinator:** Will be responsible for ensuring notices of events are published. The medium may vary, to include newsletter, hard copy, internet, email, etc. The Communications Coordinator will also function as the
 11. **Veteran's Affairs Coordinator:** has the responsibility for coordinating and communicating any projects or events related to the VA hospital.
- K. **Meetings:** Meetings will be held on the first and third Thursday of every month. Fifteen members will constitute a quorum, consisting of at least three elected officers and twelve general members. Once the meeting starts, no one will be permitted to leave except for emergencies or as required for restroom breaks. Cell phones and pager ringers will be turned off or placed in a vibrate mode.
- L. **Finances:** Funding of the American Legion Riders, Post 4 will come from Association membership dues or such other sources as approved by the membership.
- M. **Disbursement of Funds:** Disbursement of funds will be as authorized by a two-thirds (2/3) majority of the membership present at regular membership Meetings. The American Legion Riders Chapter of Post 4 is a non-profit organization and may only disburse funds in a manner that is in keeping with all local, state, and national laws regarding non-profit organization. Normal operating costs and expenses may be disbursed by the Executive Board without specific approval of the membership, but shall be reported in the monthly financial report of the treasurer. A maximum of \$150.00 per month shall be considered to be normal operating funds. Any amount greater than \$150.00 must be approved by a vote of the membership. Three officers' names shall be authorized on the Chapter checking account. Any check disbursing Chapter funds must be signed by two of those officers.
- N. **Safety:** The safety of each rider is of the utmost concern; therefore, "Rules of the Road" have been established and shall be furnished to each member.
- O. **Order:** All meetings will be conducted under "Roberts Rules of Order."
- P. **Disciplinary Action and Expulsion:** A member may be disciplined or expelled from the American Legion Riders for any actions which bring discredit on the chapter, The

American Legion Riders or the American Legion. The process for expelling or disciplining a member shall be as follows:

1. Any member being made aware of another member's actions which may be cause for disciplinary action shall make a **CONFIDENTIAL** report in writing to the Chapter Director.
 2. The Director shall convene the Executive Board to review the allegations. The Director and Assistant Director, with the knowledge and consent of the Executive Board, shall interview the member accused of misconduct and shall investigate the allegations. They shall then report back to the entire Executive Board within two weeks of the allegations being made. The member making the original accusation shall be invited to attend board proceedings, but will not be entitled to vote. In the event either the Director or Assistant Director is unavailable, the Board shall appoint alternate members to conduct the interview and investigation.
 3. Upon completing the above steps, the Board shall meet and decide on the validity of the accusations. If found to be true, the Board shall decide on appropriate action to be taken, up to and including expulsion from the American Legion Riders. The accused member shall then appear before the Executive Board and be informed of the findings and action to be taken. If the accused member consents to the Board's decision, the action will be completed at that time and the General Membership will be informed of the situation and actions at the next Chapter meeting. Should the accused member not accept the Board's decision, he/she may appeal to a meeting of the General Membership. His/her appeals may continue beyond that point to the commander of Post 4, then to the Regional, State and National Committees of the American Legion Riders.
 4. Should a member be expelled, he may be asked to return his American Legion Rider back patch to the Chapter. The Chapter may reimburse the member fair market value for the patch if it is serviceable.
 5. If the rider is suspended he may be asked to surrender his vest during suspension period.
 6. Any disciplinary actions taken against a Chapter member shall be reported by the Chapter director to the Commander of Post 4, and the state representative of the American Legion Riders.
- Q. **Governing Rules:** These by Laws shall be no less stringent than those contained in the State or National by Laws, nor can they be in any conflict with the Constitution or By Laws handed down by the National American, American Legion Auxiliary and the Sons of the American Legion.
- R. **Amendments:** These by Laws are adopted, subject to the provisions of the National and State by Laws of the American Legion Riders and to the provisions of the By Laws of the

American Legion of which this Chapter is member. Any amendment to the National, State or American Legion By Laws, which is in conflict with any provision hereof, shall be regarded as automatically repealing or modifying the provisions of these By Laws to the extent of such conflict. These by Laws may be amended at any regular membership meeting by a vote of two-thirds (2/3rd) of the members attending said meeting provided that the proposed amendment has been read at the previous regular membership meeting and that notice shall be given to all members of the date proposed amendment is to be voted on. Any amendment so adopted shall become effective immediately following the close of the meeting at which it is adopted.

The American Legion Riders, Post 4 By Laws referenced in this document were voted on and adopted at the General Membership meeting on:

 Date
5-21-2009

John C. [Signature]
Lock [Signature]
Virginia [Signature]
[Signature]
[Signature]
Dan [Signature]