

## **Bylaws**

### **ARTICLE I**

CC Rider's (hereinafter noted as "Club") is an unincorporated association and is comprised of individuals as general members. The social club by-laws are intended to protect the integrity and character of the Club and to govern how the Club is to be operated by its members.

### **ARTICLE II**

#### **SAFETY**

One of the main purposes of the Club is to promote safety and awareness in the operation of motorcycles, as well as fun and camaraderie among motorcycle enthusiasts. Operators must have a valid driver's license with motorcycle endorsement, current registration, and insurance in order to participate in club rides. Riders must abide by state laws and regulations and follow Club safety rules at all times. Information will also be provided on safety training courses that will be available for new and current members.

### **ARTICLE III**

#### **MEMBERSHIP and DUES**

Membership is open to all riders with no regard to gender, race or creed and without regard to the makes and brands of motorcycles ridden by riders.

All "New" members will pay \$25.00 per person (operator) or \$40.00 per couple (operator and passenger) at the time they join the Club. All current general members wishing to rejoin, will pay \$25.00 per person (operator) or \$40.00 per couple (operator and passenger) annual dues and sign the Club's liability release form at the beginning of each new year. The dues help cover Club expenses for the year. Paid dues entitle members to a yearly rocker, a membership card and voting authority in the Club. Each member shall have one (1) vote. Decisions shall be passed by a majority vote of the members (including officers) attending a meeting of the club.

During the last quarter of the year (October - December) any new members will pay only \$10.00 for voting rights and then the above paragraph will apply.

### **ARTICLE IV**

#### **MEETINGS**

##### ***Section 1***

The Club shall hold a general membership meeting on the second Monday of each month, 7:00 PM, at a location predetermined by the Officers. The meeting time and place may change due to scheduling conflicts. The PRESIDENT or an appointed officer will post a notice of change of meeting place and time seven (7) days before the actual meeting.

## **Section 2**

Officers' meetings shall be held prior to the general membership meetings. Meetings shall be scheduled on the second Monday of each month at 6:00 p.m. at the location predetermined by the Officers for the general membership meeting. Any officer shall call an emergency meeting as required. Decisions of the officers shall be passed by a majority vote of the officers attending a meeting of the officers. The President will appoint an individual to take minutes of the meeting in the absence of the Secretary.

## **Section 3**

The PRESIDENT shall call the meeting to order or the VICE-PRESIDENT in his/her absence. Introduction of guest(s) and new member(s) will be made. The minutes from the previous meeting will be accepted into the record. The treasurer's report and ride reports, which are submitted by the responsible Officer or Ride Committee Leader, shall be presented as agenda items. The meeting will then continue with any old business and new business that properly come up at the meeting. At the conclusion of business, the meeting will be adjourned.

## **Section 4**

In the event of a tie on any issues requiring a vote by the membership, the PRESIDENT shall cast the tiebreaker vote.

# **ARTICLE V**

## **OFFICERS**

The officers of the club shall consist of an elected President, Vice-President, Secretary and Treasurer. Officers shall hold their office for the term of two (2) years. In September and October of each year the general members shall nominate candidates, who must be active members of the Club, for the offices of President, Vice-President, Secretary and Treasurer. The nominees must be on the ballot no later than the November general membership meeting in order to allow members to familiarize themselves with the nominees. Ballots will be provided to each member by mail and/or e-mail by the 3rd Monday of November. Members may submit their ballots by mail, e-mail or hand delivery at the December general meeting. Votes will be counted and new Officers announced at the December general meeting. In the event of a tie, the incumbent President's vote shall be counted twice and will constitute the tiebreaker vote. Elected officers will take office on the following January 1. There are no term limits. All positions are considered to be voluntary and no remuneration will be forthcoming, including compensation in the form of paid memberships. Any vacancy in an Office except the President shall be filled by a second, third, etc. place election winner. If not available or declined, a club member in good standing will be appointed by a consensus of the Elected Officers and will serve until the next regular Officer election.

## **PRESIDENT**

The PRESIDENT shall preside over all officer and general membership meetings. He/she will oversee all affairs of the Club and may appoint persons or committees as may be required for Club business. In doing so, he/she may assist other Officers with their records, correspondence and other duties.

## **VICE-PRESIDENT**

The Vice-President shall perform all duties incumbent upon the PRESIDENT during the absence of the President. Should the President be unable to complete his/her term, the Vice-President shall perform the duties incumbent

upon the President for the balance of the term. The Vice-President shall also be responsible for responding to inquiries from the web site from persons outside the Club and to assist in recruitment of new members.

### **SECRETARY**

The Secretary shall keep a record of all proceedings and shall be responsible for preparing the minutes for all Officer and general membership meetings and for maintaining files of such minutes. The minutes must be distributed to the Officers and members within a week of the meeting. The Secretary is also responsible for maintaining all non-monetary Club records.

### **TREASURER**

The TREASURER of the Club must account for all income and expenditures of the Club.

All disbursements of Club money or property must have additional approvals as follows.

Expenditures < \$100.00 - written approval by a second officer

Expenditures > \$100.00 but < \$500.00 - majority approval by the Officers

Expenditures > \$500.00 - must have the unanimous approval by the officers and ratification by the membership

Expenditures > \$500.00 - unanimous approval by the Officers and ratification by the membership.

He/she must keep an accurate account of the Club's finances and make them available for review upon request by the Officers. The TREASURER will collect members' dues and proceeds from Club merchandise sales as well as maintain an accurate inventory of Club merchandise. A Treasurer's Report must be prepared and presented to the general members at each monthly meeting. The Treasurer is also responsible for ensuring that all income taxes and other returns, if any, are filed for the Club on time.

## **ARTICLE VI**

### **APPOINTED POSITIONS & DUTIES**

#### ***SERGEANT at ARMS***

A Sergeant at Arms shall be appointed by the Officers for the term of one year. His/her position is to promote safety throughout the Club. His/her duties include setting up skills and safety classes for the Club members, maintaining order as prescribed in the By-Laws and protecting the rights of the Club and its members. The Sergeant at Arms is responsible for managing all complaints through the complaint process. Re-appointments of an individual for this position are acceptable.

#### ***RIDE COMMITTEE LEADER***

A ride committee leader shall be appointed by the Officers for the term of one year. The Ride Committee Leader's primary responsibility is to facilitate and coordinate the planning for all club sanctioned rides. The ride committee will be comprised of volunteers (or appointed if necessary) from the Club's general membership. This position is also responsible for ensuring that the Webmaster has current information on all upcoming rides.

### ***WEBMASTER***

The Officers shall appoint a Webmaster to keep the Club's web-site maintained. He/she will maintain the web-site to insure that correct information is posted and kept up to date. At the monthly general membership meetings, the Webmaster will update the members as to the status of the Club's web-site development and activities to insure continuity of the Club's interests.

### ***COMMITTEES***

The Officers may appoint other committees for special purposes at any time deemed necessary. These special committees will be comprised of volunteers (or appointed, if necessary) from the Club's general membership. Examples of some reasons special committees may be formed would be to facilitate fundraisers, education, demonstrations, and social events.

## **ARTICLE VII**

### **CLUB MERCHANDISE**

Any merchandise deemed to be Club merchandise must be approved by a vote of the general membership. Vendors of Club merchandise should be selected based on bids submitted to the Club for review and acceptance.

## **ARTICLE VIII**

### **COMPLAINTS/DISCIPLINARY ACTIONS**

#### ***COMPLAINTS***

Any member of the Club may file a complaint against another member. The complaint must be in written form and filed within seven (7) days of occurrence of an incident with the SERGEANT at ARMS. An incident may be defined as any action that could result in harm to someone else, themselves or their property. Disciplinary action could result based on the severity of the potential harm or for repeated offenses. The SERGEANT at ARMS will notify all parties involved of the complaint and then forward it to the Investigation Committee, which shall be comprised of three impartial Club members appointed by the officers. The Investigation Committee will expeditiously investigate the complaint and report their findings to the SERGEANT at ARMS for presentation to the Officers. Upon acceptance by the Officers, the findings will be sent to the involved parties. Should either involved party dispute the Officers' findings, a written statement may be submitted to the SERGEANT at ARMS within seven (7) days of receipt of the report for appeal to the PRESIDENT.

#### ***DISCIPLINARY ACTIONS***

##### **Section 1**

A unanimous vote of the Officers will be required before any disciplinary action can take place. Notice of disciplinary action must be made in writing to the involved party(s). The party has the right to appeal the decision to the Officers.

## Section 2

The types of disciplinary action taken shall depend upon the offense and results of the investigation. A member may be dismissed from the Club for cause, suspended from any/all events for a specified period of time, may receive a written reprimand or notice, or any other disciplinary action deemed appropriate by the Officers.

## **ARTICLE IX**

### **AMENDMENTS**

#### ***Section 1***

An amendment to these By-laws may be proposed and presented to the Officers in writing. Passage of the proposed amendment must be by a majority vote of the general membership at the monthly general membership meeting, provided the proposed amendment has been presented and discussed at a previous meeting.

#### ***Section 2***

Amendment proposals shall be tracked and referenced within the bylaws to document where text changes have been made. If needed, please contact the Secretary for the amendment proposal listing.

## **ARTICLE X**

### **DISSOLUTION**

In case of the dissolution of this Club, all assets are to be dispersed to charity(s) according to the decisions of the current Officers and general membership.