

DEPARTMENT OF IOWA
AMVETS RIDERS CHAPTER 6
BY-LAWS

ARTICLE I –NAME AND PURPOSES

1.1 NAME –The name of the organization is The AMVETS Riders.

1.2 PURPOSE - We the AMVETS RIDERS are a dedicated and patriotic group of motorcycle riders who hold true to an unwavering respect for our Nation, our Flag, and our Military... past, present and future.

We are committed to the freedom of this Nation, to provide community service and Fellowship, and to preserve and support the aims and goals of the AMVETS National Organization.

ARTICLE II –INCORPORATION

2.1 The Chapter Organization shall be incorporated as: Iowa AMVETS Riders Chapter 6 Inc.

2.2 The Chapter Organization shall provide through its own policy or as an additional insured a minimum of \$100,000 general liability.

2.3 The Riders Headquarters will be located at the AMVETS Post Bearing the Chapter Number

ARTICLE III-CHAPTER FORMATION

3.1 The Chapter will be formed in accordance with the National AMVETS Riders Constitution and these By-Laws.

A) If the Chapter has a clubroom it will be incorporated.

B.) The Chapter shall not hold the National or Department Organization Liable for Failure of the Chapter to comply with Federal, State, and Local laws or any other liabilities.

3.2 The Chapter must revalidate each year no later than the 1st of June, and with no less than 10 members.

3.3 The Chapter will comply with the Riders National and Department Constitution and By-Laws

ARTICLE IV - MEMBERS

4.1 CLASSES OF MEMBERSHIP-There shall be one class of members: Riders.

4.2 QUALIFICATIONS- members must be a member in good standing of AMVETS, AMVETS Ladies Aux., or Sons of AMVETS.

4.3 A.) Members will be admitted upon proof of ownership of a motorcycle with a current registration, valid state drivers' license with a motorcycle endorsement, and insurance.

B.) Members must be the legally registered owner of a motorcycle or be the spouse of the legally registered owner within the state of registration.

4.4 The total annual dues of the Chapter shall be \$25 per member. All monies will be deposited in the general fund account.

4.5 The Membership year shall be from June 1 to May 31 . Dues for the coming year will be accepted starting March 1 .

4.6 ONLY members in good standing with a current valid membership may hold an office, continue in office, is seated as a delegate. Be entitled to vote, represent themselves as an AMVETS Rider, or wear the Riders uniform and insignia.

ARTICLE V – ELECTIONS

5.1 ELECTIONS- Elections will be held at the annual meeting, at a location to be announced no later than the month prior. The voting will be done by ballot.

5.2 Nominations of officers will be made from the floor at the regularly scheduled general membership meeting prior to the annual meeting.

5.3 Each Member of the Chapter shall have (I) one Vote .

ARTICLE VI- MEETINGS

6.1 The meeting place for each meeting will be announced at the previous meeting. The meeting place will be decided on by members in attendance, unless a schedule has previously been generated by the Executive committee with approval of membership.

6.2 There shall be four (4) types of meetings: the General meeting, Event meeting, Annual convention and Special meetings.

6.3 There will be no alcoholic beverages allowed at any meeting. Any member who is obviously intoxicated prior to a meeting will not be permitted to attend said meeting and will be subject to disciplinary action.

6.4 Members will be notified of special meetings at least thirty (30) days in advance of the meeting date. It is the responsibility of each member to be sure that current contact information is on file with the Chapter.

6.5 At all regular and special meetings, at least three (3) elected officers, and two (2) members will constitute a quorum.

6.6 At the Executive Committee meetings, four (4) voting members of the committee shall constitute a quorum.

ARTICLE VII -OFFICERS

7.I A President, a 1st Vice-President, 2nd Vice-President, Treasurer, and Sgt. at Arms shall be elected annually from the Riding Members.

A.) A Secretary, Judge Advocate and Chaplin may be appointed by the President. These Officers will have no vote at an Executive Committee Meeting.

B.) No member shall be eligible for any office unless proof of eligibility of membership has been presented to the Credentials Committee.

7.2 The Riders Department President and Secretary and the National Executive Secretary of the AMVETS Riders shall be notified of the election of new officers within thirty (30) days after elections have been completed.

7.3 The newly elected officers shall be sworn in and immediately take office following being sworn in.

7.4 In the event that the office of President is vacated, the 1st Vice-President shall succeed to the office of President for the un-expired term.

7.5 In the event that the office of 1st Vice-President is vacated, the 2nd Vice- President shall succeed to the office of 1st Vice-President for the un-expired term.

7.6 In the event that any other elected office is vacated. The Executive Board shall appoint a member to complete the un-expired term with the approval of the membership.

7.7 Any elected officer who misses two (2) meetings, without prior notice, and without good cause, to be determined by the Executive Committee, shall be removed from office without any further action, notification or hearing. The vacated position shall be filled in accordance with the guidelines prescribed herein.

7.8 No elected Chapter President shall serve consecutive terms in office unless filling such office by succession or election to a vacancy occurring between Annual Meetings. The elected Chapter Vice-President may succeed themselves once in each respective office.

ARTICLE VIII- DUTIES OF OFFICERS

8.1 **PRESIDENT** –To oversee *all* areas of the organization. To appoint officers and committees as designated in the National and Department, and Chapter

Constitution and By- laws. To chair all meetings; to ensure that all committees, programs; and events are operated in accordance with the National, Department, and Chapter Constitution and By-laws. To be a non-voting member ex-officio of each committee.

8.2 **1st VICE-PRESIDENT-MEMBERSHIP**-To keep accurate membership records of the Chapter. To ensure that all monies collected through memberships or renewals are forwarded immediately to the Treasurer. To facilitate incentives and drives, to ensure continued growth in the Chapter. To make a report at each general membership meeting of the current, up to date, standings and to forward this report to the Secretary for inclusion in the meeting minutes, as well as Chapter reports. Perform other duties as assigned by the Executive Committee or the President.

8.3 **2nd VICE-PRESIDENT-PROGRAMS Coordinator** -To monitor the Chapter Programs and coordinate with the National, and Department AMVETS Programs Director to ensure the National AMVETS Riders Organization Programs are supported. To assist the President and I., Vice- President as needed.

8.4 **SECRETARY** -Shall keep accurate records and minutes of all Chapter Meetings. To act as the official point of contact between the National, the Department and Chapter to handle all correspondence. To pass communications promptly to the respective recipient as needed. To maintain files for the organization. To perform other duties as may be assigned by the Executive Committee or the President.

8.5 **TREASURER** - Shall keep accurate records of all financial transactions and organization monies. To ensure that all monies are deposited as directed by the Executive Committee. All receipts, transaction slips, and checks will be kept on file and turned over to the appointed audit committee when requested. Copies of all transactions will be maintained by the Treasurer. To perform other duties as may be assigned by the Executive Committee or the President.

8.6 **CHAPLAIN** –Shall offer comfort and solace to our members in their time of need. To offer opening and closing prayers at all meetings. To notify the Secretary of the need to send a card of sympathy or get well wishes to those members or their families as needed. To perform other duties as may be assigned by the Executive Committee or the President

8.7 SGT-AT-ARMS-Shall maintain order at all meetings. To post and retire the Colors when called upon to do so. To lead the membership in the Pledge of Allegiance at each meeting as prescribed. To perform other duties as may be assigned by the Executive Committee or the President.

8.8 JUDGE ADVOCATE-Shall advise the President and other Officers on Legal Matters Pertaining to the activities of the AMVETS Riders. He will review and approve all By-Laws. To perform other duties as may be assigned by the Executive Committee or the President.

ARTICLE IX- EXECUTIVE COMMITTEE

9.1 The Executive Committee will consist of members in accordance with the National Constitution.

9.2 The Executive Committee will have the Duties and Responsibilities as defined in the National Constitution and the Chapter By-Laws.

ARTICLE X- COMMITTEES

10.1 The Audit Committee shall be appointed by the Chapter President. The President shall appoint such members from the membership as deemed necessary to carry out their assignment.

A.) The Audit Committee shall consist of the appointed Chairman and (2) Voting members

B.) The Audit Committee shall do a complete audit of all Rider accounts and financial records each year prior to the annual meeting.

10.2 Other committees shall be developed and organized as needed by the President or the Executive Committee.

ARTICLE XI-FINANCES

11.1 All Chapter fund raising activities must be approved in advance by the Executive Committee.

11.2 An annual budget shall be prepared by the Treasurer and submitted to the Executive Committee for its approval. Accurate books and records of account activities maintained by the Treasurer shall be subject to inspection and regulation by the Executive committee at all reasonable times. Books and records will be made available upon request of The Executive committee, or the President.

11.3 The treasurer shall render a report of receipts and disbursements at each Chapter meeting. The Treasurer is also responsible for filing all IRS forms as required by law. The fiscal year shall be January 1st through December 31st.

11.4 The Executive committee shall have discretionary spending authorization of up to \$100 (one hundred dollars) without prior approval from membership. Disbursement of funds shall be in a manner that is in keeping with all local, state and federal laws regarding non-profit organizations.

11.5 Officers and/or members handling funds shall be properly bonded with a good and solvent bonding company acceptable to the US Treasury, as surety to cover the average amount of funds handled by said individuals in a single year.

ARTICLE XII-BOOKS AND RECORDS

12.1 Correct books of account of the activities and transactions of the Chapter shall be kept at the office of the Chapter. These shall include a minute book, this shall contain a copy of the Certificate of Incorporation (if required), a copy of these By-laws, a copy of the Constitution, and all minutes of meetings of the Executive Committee.

ARTICLE XIII–UNIFORMS AND INSIGNIAS

The Chapter will comply with all uniform and insignia requirements per the National AMVETS Riders National Constitution and Bylaws Article XIII.

ARTICLE XIV –FLAGS and BANNERS

14.1 The AMVETS Riders Department Flag will be 2-sided and configured in the following manner.

- A.) A solid scarlet red background 3'X 5', 4'x 6' or 5 x 7' feet in size.
- B.) An AMVETS Rider Logo in proportion to the flag size and centered length wise and centered top to bottom with double fold banner in proportion to the flag size on the bottom. Each space shall be equal in size top, middle, and bottom.
- C.) A double fold banner gold in color with the word IOWA in block letters, black in color.

14.2 Motorcycle flags shall be 2-sided and bear only the AMVETS Riders Logo.

- 14.3 Nothing shall be sewn or hung on the flag or its staff.
- J4.4 The American and Department Riders flag shall be flown at all official Riders Department/Chapter Meetings or Conventions.
- 14.5 The sergeant at arms will have sole responsibility to insure the safe guarding of all flags and banners.
- 14.6 Chapters will use their chapter number, city name, state name, or the 2-digit state abbreviation. A combination of these may be used on a)J banners
- 14.7 A Chapter may design their own banner (one-sided). All banner designs must be approved by the National Executive Committee before being adopted.

ARTICLE XV– RUNS AND EVENTS

- 15.1 All runs and Events conducted by the Chapter will be planned and coordinated by a committee appointed by the President.
- 15.2 The Chapter will hold a minimum of two (2) Runs or Events per year.
- 15.3 All Runs and Events conducted by the Chapter will be conducted according to the By-laws of the Department and/or Chapter.
- 15.4 All runs and events will comply with all Federal. State and Local Laws and Regulations.

ARTICLE XVI-DISCIPLINE

- 16.1 Members and supporters may be suspended or expelled for any one of the following reasons:
- A.) Failure to comply with obligations as imposed on the members under this Constitution and By-laws.
 - B.) Any conduct unbecoming an AMVETS Rider that reflects unfavorably on AMVETS or the AMVETS Riders.
 - C.) Membership received by means of fraud or misrepresentation
- .16.2 Disciplinary action shall be in accordance with the guidelines of The AMVETS National. Department, and Chapter Constitution and By-laws.
- 16.3 Any Rider who receives disciplinary action by their parent

Organization shall be subject to the same action under the AMVETS Riders up to and including expulsion. These measures will take upon the findings of a Hearing conducted by the Riders Organization.

XVII– AMENDMENTS

17.1 These By-laws may be amended by a majority *vote* at the annual membership meeting. Proposed amendments shall be submitted in writing to the Chapter Executive Committee for its review and presentation at the annual meeting. Copies of proposed amendments shall be available to all members at least ten (10) days prior to the vote. Copies of all adopted amendments shall be forwarded to the Riders Department Judge Advocate for his review within thirty (30) days after their adoption.

17.2 Roberts Rules of Order shall be the Parliamentary authority for all matters not specified or covered in the National or Department Constitution and Bylaws of this Organization