

# AMERICAN LEGION RIDERS

## Chapter 10



## Preamble

For God and country we associate ourselves together for the following purposes:

- To uphold and defend the Constitution of the United States of America.
- To maintain law and order.
- To foster and perpetuate a one hundred percent Americanism.
- To preserve the memories and incidents of our association in the Great Wars.
- To inculcate a sense of individual obligation to the community, state and nation.
- To combat the autocracy of both the classes and the masses.
- To make right the master of might.
- To provide peace and goodwill on earth.
- To safeguard and transmit to posterity the principles of justice, freedom and democracy.
- To consecrate and sanctify our comradeship by our devotion to mutual helpfulness.

\* \* \* \*

## Rules of Operations

### ARTICLE 1 – NAME

The name of this Post 10 Committee shall be the American Legion Riders Chapter 10, hereinafter referred to as the “Chapter.”

### ARTICLE II – OBJECTIVES

**Section 1.** The objectives and purpose of the Chapter shall be to promote the principles and policies of The American Legion as set forth in the above Preamble and The American Legion National, Department of Oregon, 3rd District, and the Post 10 Constitutions, By-laws and Resolutions.

**Section 2.** Members shall establish and maintain membership by owning, individually or through marriage, a motorcycle licensed and insured by Oregon state law and that of legal residency.

**Section 3.** Members are those who are a member in good standing within The American Legion Post 10, American Legion Auxiliary Unit 10, or Sons of The American Legion Squadron 10, and who meet all other requirements as provided herein, are eligible to wear the American Legion Riders patch with the Post 10 insignia, are the only ones eligible to hold a Managing Member position and have a voice and vote on Chapter business.

**Section 4.** Participants of this Chapter are Members in good standing within The American Legion, American Legion Auxiliary, of Sons of The American Legion, but not of Post 10, or its associated Unit or Squadron, and meet all other requirements as provided herein, are eligible to wear the American Legion Riders patch without the Post 10 insignia, and have a voice but no vote in Chapter business.

**Section 5.** Honorary Membership can be bestowed upon someone who is not a member but has supported The American Legion and its mission in such a way that they have helped further the aims and means of The American Legion. Therefore, they are not subject to any provision in this Article. This Honor can only be awarded through a unanimous vote of the Chapter Membership. The degree of recognition (vest, plaque, certificate, etc.) and the funding thereof shall be determined by the Chapter Members through a vote on a case-by-case basis.

**Section 6.** Charter Members are those who participated and aided in the establishment of the American Legion Riders program for the Department of Oregon, and were recognized as members prior to January 1, 2006.

#### **ARTICLE IV – CHAPTER EXECUTIVE COMMITTEE**

**Section 1.** The officers of the Chapter Executive Committee shall consist of a Director, Assistant Director, Secretary, Finance Officer, Sergeant-at-Arms, Ride Captain, Safety Officer and Chaplain.

**Section 2.** The first officers of the Chapter Executive Committee shall be appointed to serve a term of one year or until the first scheduled election. All officers shall be elected annually by the Chapter Membership and hold office until their successors are duly elected, and in the case of the Director-further approved as specified in the Post Constitution and By-laws. There are however, no term limits.

## **ARTICLE V – DUTIES AND RESPONSIBILITIES OF OFFICERS**

**Section 1.** The Director (Committee Chairperson) shall be the Chief Officer of the Chapter, and shall be empowered to do such acts as may be necessary, proper and in conformance with these Rules of Operations and Post Constitution and By-laws, and shall perform such other acts as are incident or may be properly directed. The Director exercises no vote except where a tie must be broken. The Director or his/her appointed representative, will attend all Post meetings and provide a written report of the Committees activities.

**Section 2.** The Assistant Director shall be primarily responsible for fund raising activities and act as liaison with other motorcycle groups. He/She should be ready to fill in for the Director at a moment's notice and perform such other duties as are incident or may be properly assigned.

**Section 3.** The Secretary shall keep written records of all Chapter meetings, and provide copies of these records to the Historian. The Secretary shall also be responsible for timely notices and information to be disseminated to the proper persons in the Chapter, and shall also perform such other duties as are incident or may be properly assigned.

**Section 4.** The Ride Captain shall be responsible for logistics, scheduling, and communications during a ride, will pre-plan routes and ensure all participants are properly notified prior to each ride. The Ride Captain may temporarily appoint assistant Ride Captains to ensure full participation is afforded to its members and that accurate and proper execution of the event is achieved.

**Section 5.** The Safety Officer shall be responsible for the safety of all members, participants and the public during all events. The Safety Officer may temporarily appoint assistant Safety Officers to ensure for property safety.

**Section 6.** The Finance Officers shall have charge of all finances and see that they are safely deposited in a local bank(s), as provided by the Post, shall keep adequate financial records for the Chapter, prepare a financial report for presentation at each Chapter meeting, be charged with preparation of an annual budget, and assist the Post Finance Officer in the event of an audit. The Finance Officer shall perform such other duties as are incident or may be properly assigned.

**Section 7.** The Chaplain shall be responsible for the spiritual welfare of the Chapter members, and perform such divine and non-sectarian services as may be necessary,

adhering to such ceremonial rituals as are recommended by the Chapter or Post from time to time.

**Section 8.** The Historian shall be responsible for collecting and maintaining all media whether in electronic or hard copy, prepare a historical report of the Chapter throughout the administrative year and submit said report one month prior to the annual Chapter Election meeting. The Historian shall collect such other information as may be required to complete a history of the Chapter from its inception.

**Section 9.** The Sergeant-at-Arms shall ensure everyone attending a Chapter meeting is a member of The American Legion, Auxiliary or Sons, or qualifies to become a member, and meets any other such criteria as the Chapter membership may vote to allow. The Sergeant-at-Arms will preserve order at all meetings and during activities, and ensure property display of colors at the meetings and on motorcycles during events, and is authorized to take necessary action to ensure that said meetings and activities are alcohol and drug free. The Sergeant-at-Arms shall perform such other duties as are incident or may be properly assigned.

#### **ARTICLE VI – PATCHES**

**Section 1.** Patches, whether worn on a vest or jacket, while representing the Chapter/Post, will be displayed as directed by The American Legion National, Department of Oregon, or Post 10 Resolutions, or through a vote of the Chapter membership.

#### **ARTICLE VII – RULES OF ORDER**

**Section 1.** All proceedings of the Chapter shall be conducted under and pursuant to “Roberts Rules of Order – Newly Revised,” except as may be herein or otherwise provided.

**Section 2.** All Chapter activities (i.e.; meetings, fund raisers, runs, events, etc.) will be drug and alcohol free for the safety and respect of the American Legion and its members.

#### **ARTICLE VIII – MEETINGS**

**Section 1.** Chapter Membership meetings shall be held as necessary to conduct such Chapter business as may be properly brought up for action, at a time and place decided

by the membership. A quorum shall exist when three (3) members of the Executive Committee are present.

**Section 2.** Unless authorized by the membership at a regularly scheduled Membership meeting where a quorum is present, expenses for travel to any Post, District or Department meeting or convention is not provided for any Committee Member.

## **ARTICLE IX – FINANCES**

**Section 1.** The Finance Officer will maintain the financial records for the Chapter, and Make the property deposits and payments for expenses as authorized through a vote of the Chapter membership, from the Chapter’s bank account, or account set up through the Post Finance Officer.

**Section 2.** Membership dues are not required from members or to participate with the Chapter, however, the Chapter membership may choose to adopt membership and/or participant dues. Annual dues shall be fixed for a minimum of one year, except when dues are removed, and determined by a majority vote of the Chapter membership.

**Section 3.** The Finance Officer will be responsible to collect any District dues from each member, and shall be responsible for full accounting and disbursement to the District as they become due and payable.

**Section 4.** An audit of the Finance Officer’s books and records shall be conducted annually in conjunction with the Post annual audit, immediately following the Post Annual Elections meeting.

## **ARTICLE X – ELECTIONS**

**Section 1.** Every bondable member of the Chapter who is in good standing shall be eligible to hold an officer position in the Chapter as defined in ARTICLE II – MEMBERSHIP of these Rules.

**Section 2.** Nominations for candidates to be a Chapter officer will be accepted from the floor during the March Chapter Membership meeting. Candidates may file a “Letter of Intent” to run for a position with the Secretary at any time prior to the Annual Election meeting in April. The Secretary shall read and notify all members of such “Letter of Intent” at the next meeting immediately after, or provided to the membership via email and/or postal service at the time in which it was received.

**Section 3.** Elections shall be held at the Chapter membership meeting in April, the month prior to the Post Annual Elections meeting. If there is more than one candidate for an elected position, after persons being voted on have been removed from the voting room, a ballot vote of the members present shall be conducted, with a majority vote required to elect. Absentee ballots will not be allowed or accepted.

**Section 4.** All newly elected and appointed officers must provide evidence of their eligibility to be members to the Secretary and Assistant Director within thirty (30) days of being elected. After recording the verification, including the names and position of the verifying officers, in the Chapter Meeting Minutes, the Secretary shall return all verifying documents to the newly elected members. In the event of a newly appointed Secretary, the Assistant Director and Sergeant-at-Arms shall verify the evidence of eligibility.

**Section 5.** The Chapter Membership shall fill vacancies in any of the officer positions, until the next annual Chapter elections. In the event of a vacancy in the office Director, the Assistant Director shall serve as Director until the Post Commander has obtained approval from the Executive Committee on a new appointment.

**Section 6.** Any and all challenges to the Chapter Elections shall be made by the challenger in writing and under oath, within seventy-two (72) hours of the Elections. The written challenge must specify the basis for the challenge and the irregularity of rule or regulations that is believed to invalidate the results of the Elections.

## **ARTICLE IX – LIABILITY**

**Section 1.** Members and Participants will complete all liability forms provided by the Chapter, as approved by the Post Executive Committee.

**Section 2.** All Members will obey the motorcycles laws of the state in which they are riding, and be properly licensed and insured as required by Oregon state law and that of legal residency.

**Section 3.** No member or group of members shall obligate the Chapter or Post to any program or mission without first obtaining approval of the Chapter membership.

**Section 4.** The Chapter will not become a paid or publicly recognized member of the Coalition of Clubs or endorse any motorcycle club. This Section does not include publicly advertising or endorsing a motorcycle club's legitimate event that is used to raise funds that will benefit the community.

**ARTICLE XII – AMENDMENTS**

**Section 1.** These Rules of Operations may be amended at any regular Chapter meeting, by a two-thirds (2/3) vote of those present and voting, provided those present meet the requirements for an official quorum, and that written notice has been sent to all members at least twenty (20) days in advance of the meeting, notifying them of the nature of the amendment(s), and that at such meeting said amendment(s) are to be voted on. Any/all amendments must be submitted to the Post executive Committee for official approval and recording.

**Section 2.** These Rules of Operations are adopted subject to the provisions of The American Legion National, Department of Oregon, 3rd District and Post Constitution, By-laws and Resolutions. Any amendment(s) of said Constitutions, By-laws or Resolutions which cause a conflict with any provision herein shall automatically repeal or modify the provision(s) of these Rules to the extent necessary to eliminate such conflict upon reading the change into the minutes of any regularly scheduled Chapter meeting, and further approved by the Post Executive Committee.

**All members of The American Legion Chapter 10 were properly notified, and a two-thirds (2/3) affirmative vote of The American Legion Post 10 Executive Committee was achieved on this \_\_\_ day of \_\_\_\_\_, 2013.**

**Attest:**

**Post Commander, Chuck Driver** \_\_\_\_\_

**Post Adjutant, Annette Romans** \_\_\_\_\_

**Post Judge Advocate, Kevin Hunking** \_\_\_\_\_

**Chapter Director, Kat Sanderson** \_\_\_\_\_