

DRAFT--FINAL
AMVETS RIDERS
NATIONAL BY-LAWS

Adopted on: 3/29/08

Ratified on _____

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 National Organization shall be incorporated as: AMVETS Riders Incorporated.
- 2.2 The National Organization shall provide through its own policy, or as an additional insured a minimum of \$100,000 general liability.
- 2.3 The Riders National Headquarters will be located where the National President directs, upon the approval of the National Executive Committee.

ARTICLE III – DEPARTMENT AND CHAPTER
FORMATION

- 3.1 Departments and Chapters will be formed in accordance with the National AMVETS Riders Constitution and these By-Laws.
 - A.) Chapters that have a clubroom must be incorporated.
 - B.) Chapters shall not hold the National Organization liable for Failure of the chapter to comply with Federal and State laws or any other liabilities.

- 3.2 In addition, each proposed Riders Chapter making application for admission to The National AMVETS Riders must first receive in writing permission of the local sponsoring AMVETS Post Commander. Second, approval must be received in writing from the President of the AMVETS Riders of that Department (if one exists). Third, approval in writing from the AMVETS Department Commander of that Department. Lastly, all paperwork with written approvals will be submitted by the Department to the AMVETS National Headquarters for approval.
- 3.3 The required Items to form a Chapter are: 1. Riders Charter Application, 2. Riders Officer Revalidation Form, 3. Federal EIN- cannot use Posts, 4. Liability Insurance, 5. At least 5 members, three of which must be riding Members.
- 3.4 Chapters must revalidate each year no later than the 1st of July, and with no less than 10 members, to maintain their Charter.

ARTICLE IV – MEMBERS

- 4.1 CLASSES OF MEMBERSHIP- There shall be two classes of members: Riders and Supporters.
- 4.2 QUALIFICATIONS- both classes of membership must be a member in good standing of AMVETS, AMVETS Ladies Aux., or Sons of AMVETS.
- A.) Riding 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.) Support members will be admitted upon exhibiting a desire to assist and promote the Aims and Goals of the AMVETS Riders.
- 4.3 Only riding members of the organization shall hold an elected office at National level.
- 4.4 Only riding members of the organization shall have a vote in any National meeting.
- 4.5 The total annual dues of the National organization shall be \$50.00 per Chapter. All monies will be deposited in the general fund account.

- 4.6 The Membership year shall be from June 1 to May 31. Dues for the coming year will be accepted starting March 1.
- 4.7 ONLY riding members in good standing with a current valid membership may hold an office, continue in office, be seated as a delegate, be entitled to vote, represent themselves as an AMVETS Rider, or wear the Riders uniform and insignia.
- 4.8 Riding members who become disabled while a valid Riding member and can no longer Ride a Motorcycle SHALL be considered as a Riding member of this Organization.

ARTICLE V – DELEGATES AND ELECTIONS

- 5.1 DELEGATES- will be based on the number of members at the chapter, not the department. 1-50 members get 2 delegates and 2 alternates. After that add one delegate and one alt for each additional 50 members. The chapters appoint the delegates and alternates.

In addition, each Riders Department President or his elected representative will constitute a National Delegate - each of whom also has one vote.

- 5.2 ELECTIONS - Elections will be held at the annual convention, at a location to be announced no later than the month prior. The voting will be done by roll call of delegates.
- 5.3 Nominations of officers will be made from the floor at the regularly scheduled general membership meeting prior to the annual convention.

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 three (3) types of meetings: the general meeting, annual convention and special meetings.
- 6.3 There will be no alcoholic beverages or smoking will be allowed at any National 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 Riders National.

- 6.5 At all regular and special meetings, at least four (4) elected officers, and three (3) members will constitute a quorum.
- 6.6 At the Executive Committee meetings, five (5) voting members of the committee shall constitute a quorum.
- 6.7 The National Secretary will provide official copies of all National Meeting Minutes to each Riders Department President and Secretary within 14 days of the close of the National Meeting.

ARTICLE VII – NATIONAL OFFICERS

- 7.1 A President, a 1st Vice-President, 2nd Vice-President, Treasurer, Parliamentarian, Judge Advocate, and Sgt. at Arms shall be elected annually from the Riding Members.
 - A.) A Secretary, Public Relations Officer, and a Liaisons Officer, and Chaplin will be appointed by the President. These Officers will have no vote at an Executive Committee Meeting.
 - B.) Only Riding Members of the Organization shall be permitted to hold an Nationally Elected office.
 - C.) No member shall be eligible for any National office unless proof of eligibility for membership has been presented to the Credentials Committee of that convention.
- 7.2 National Headquarters and Rider Departments 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 take office within 24 hours of elections.
- 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 Committee,

shall appoint a member to complete the un-expired term.

- 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 National President shall serve consecutive terms in office unless filling such office by succession or election to a vacancy occurring between National Conventions. The elected National 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 Constitution and By-laws. To chair all meetings; to ensure that all committees, programs, and events are operated in accordance with the National 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 National. 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 throughout the Departments. 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 Department reports. Perform other duties as assigned by the Executive Committee or the President.
- 8.3 **2ND VICE-PRESIDENT – PROGRAMS COORDINATOR** – To monitor the Riders Programs and coordinate with the National AMVETS Programs Director to ensure the National AMVETS Riders Organization is fully utilized in the conduct of National Programs as directed by the AMVETS National Headquarters. To assist the President and 1ST Vice-President as needed.
- 8.4 **SECRETARY** – Shall keep accurate records and minutes of all National Meetings. To act as the official point of contact between the National and the Departments. To handle all correspondence received and sent by Departments. 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 National 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 National 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 PARLIMENTARIAN – Shall advise the officers and members on parliamentary, constitution and by-laws matters. To perform other duties as may be assigned by the Executive Committee or the President.
- 8.8 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.
- 8.9 JUDGE ADVOCATE – Shall advise the President and other National Officers on Legal Matters Pertaining to the activities of the National AMVETS Riders. He will assist the Parliamentarian with reviewing and approving all By-Laws submitted by Departments for approval. To perform other duties as may be assigned by the Executive Committee or the President.
- 8.10 LAISON OFFICER- Shall coordinate with the Executive Committee all riders' activities. Shall coordinate with and keep the AMVETS, Auxiliary, and Sons informed of all riders activities. Will work with the AMVETS Family to insure timely responses on Riders activities or questions. Shall coordinate with any and all motorcycle clubs/groups to further the interest of the AMVETS Riders. Shall serve at the pleasure of the National President and the National Executive Committee
- 8.11 PUBLIC RELATIONS OFFICER- Shall be responsible for the planning, formulation, and development of a communications program, including: publicity, organizational publications and other promotional material. The National Public Relations Officer shall be responsible for efficient and proper liaison with all communications media-press, radio, motion pictures, periodicals, and television- and all forms of advertising. In addition, he shall compile from year to year all records of historical value and interest for AMVETS Riders and shall assist Department and Post Historians so as to coordinate and

unify the work of such officials. The Public Relations Officer shall serve at the pleasure of the National President and the National Executive Committee.

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 National By-Laws.

ARTICLE X- COMMITTEES

- 10.1 The Audit Committee shall be appointed by the National 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 National 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 said committee.
- 11.3 The Treasurer shall render a report of receipts and disbursements at each National 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 covert the average amount of funds handled by said individuals in a single year.
- 11.6 The National Secretary shall be reimbursed for all expenses which are incurred in the official performance of their duties. The expense voucher shall list in detail expenses and be approved by the National President and the National 1st Vice President.

ARTICLE XII – BOOKS AND RECORDS

- 12.1 Correct books of account of the activities and transactions of the Corporation shall be kept at the office of the Corporation. These shall include a minute book, and a copy of the Certificate of Incorporation, 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

- 13.1 National Quartermaster will only sell Riders patches and insignias to Department Presidents and Chapter Presidents, and or an Officer designated by the Riders Chapter President. These patches will only be sold to Riders and Supporters.
- 13.2 Riders and Supporters shall only be permitted to wear and display AMVETS Riders patches and Riders Insignias, while remaining a member in good standing.
- 13.3 Riders and Supporters may purchase 8” or 12” Riders Logo patch for the back of vest, or jacket. The vests and jackets shall be “black” in color.
 - A). The first Chartered Chapter in a State will decide on Rocker design and that will be the “Standard” for the other Rider Chapters in that State and in accordance with National Riders Bylaws.
 - B). All Chapters in a Department of Riders will maintain “uniformity” with Rocker design and placement. The wording and colors used for making Rockers and placement of Rockers around the 8”or 12” Riders Logo patch on back of black vest or black jacket shall be uniform to all Chapters of Riders in their State.
 - C). Top Rocker shall be for Post or Chapter number. The bottom Rocker shall be for City and State of the Chapter.
 - D.) All members in good standing prior to August 9, 2008 with approved Department or chapter designated patches and patch placements shall be

"GRANDFATHERED".

- E.) All new Department and Chapter Members shall conform to the C/BL as of August 10, 2008. All existing Departments and Chapters will revise their C/BL to reflect this change. (THIS DOES NOT PERTAIN TO RIDERS & SUPPORTERS WHO FALL UNDER THE GRANDFATHER CLAUSE).
- 13.4 These 5 patches shall be designated as required patches for unity among all Departments and all Chapters for Riders and Supporters. This description for placement of patches shall be based on member wearing their vest.

A.) TOP LEFT SIDE:

1. American Flag
2. State Flag or State Shield or Appropriate AMVETS Riders Department Banner may be placed below the Flag.

*MILITARY RIBBONS OR MILITARY AWARDS MAY BE PLACED BELOW STATE FLAG.

TOP RIGHT SIDE:

- 1.) POW/MIA not to be higher than American Flag on Left side
- 2.) 2" or 3" Hat patch for (AMVETS, Auxiliary, or Sons). Will be placed below the POW/MIA patch.

BACK OF VEST:

A.) 8" or 12" Riders Logo patch with top and bottom Rockers (middle of back side)

B.) Chapter Charter patch, I Support Member patch, and Department Charter Member patch, based on each member qualifying for these patches placed below bottom Rocker.

* Example: Riders would wear Chapter Charter patch below bottom Rocker, then Department Charter member patch below Chapter Charter patch.

** Example: Support member would wear Chapter Charter patch & I Support member patch side by side below bottom Rocker, then a Department Charter member patch below that.

C.) If a Rider or Supporter does not want to purchase the 5 designated patches listed in Sec. 4, they shall wear a plain black vest or black jacket or black shirt at all sanctioned Riders Events and Runs. (National, Department, Chapters)

13.5 RIDERS JACKET

Shall be a Long Sleeved BLACK JACKET. Patch Placement shall be as follows:

- A.) American Flag on left shoulder of sleeve.
- B.) POW/MIA Patch on right shoulder of sleeve.
- C.) State flag or Shield or appropriate AMVETS Riders Department Banner on top left front of Jacket.
- D.) AMVETS Organizational, 2" or 3" patch on top right front of Jacket.
- E.) The Back of the Jacket will be consistent with the Placement of Patches on the wearers Vest.
- F.) A Plain Jacket without Patches maybe worn. There shall be NO RESTRICTION on the Type or Color of a Plain Jacket.

13.6 ADITIONAL PATCHES

- A.) At no time will any type of profanity, be it graphic, or written, be displayed on any article of clothing bearing the AMVETS name.
- B.) No patches with the number 1% or 13 or the letters MC, nor any Patch denoting or insinuating a motorcycle club will be worn on Any article of clothing.
- C.) No organizational patches for another motorcycle group, social or Fraternal group will be worn. i.e. HOG, Goldwing Riders, Rotary, Lions, etc. The exception being The Patriot Guard, or similar Honorary Veterans Group.

13.7 The AMVETS Riders logo / patch shall not be altered or defaced in any manner.

13.8 Other patch's and pins and insignias that promote a positive image for AMVETS and AMVETS Riders or Veterans, may be displayed only on front of black vest or black jackets.

13.9 The Black Beret with 2" Riders hat patch shall be our approved headwear / cover for all Riders. This can be purchased from National AMVETS Quartermasters.

- A.) National Rider President shall wear a Gold Beret.
- B.) All other Elected National Riders Officers shall wear a Red Beret.
- C.) Department Officers shall wear a Tan (SAND) Beret.
- D.) Past Officers of the National, Department, or Chapter shall have a blue lightening bolt (approved) on their Berets, either a Badge or embroidered. It shall be located one inch to the left of the Beret Patch.

- 13.10 The purchase of vests, jackets additional clothing, patch's, insignias, pins, etc., will be at the expense of the members.
- 13.11 DRESS CODE for ATTENDING NATIONAL AMVETS & AMVETS RIDERS MEETINGS:
- A.) Riders Unadulterated Beret and in the Proper Color.
 - B.) Black Boots or Black Shoes
 - C.) Department Riders approved Vest / or a plain unadulterated Black Vest
 - D.) Red AMVETS or AMVETS Riders Dress Shirt / Long sleeve or Short sleeve
 - E.) Black or Blue colored Jeans, slacks or Black skirts in Good condition

ARTICLE XIV – FLAGS

- 14.1 The AMVETS Riders National 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 NATIONAL 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.
- 14.4 The National Riders flag shall be flown at all official Riders National meetings or events.
- 14.5 The sergeant at arms will have sole responsibility to insure the safe guarding and display of the Riders National Flag.
- 14.6 Department and Chapters will replace the word National on their official

- flag with either their chapter number, city name, state name, or the 2-digit state abbreviation. A combination of these may be used.
- 14.7 Departments and Chapters may design their own banner (one-sided). All banner designs must be approved by the National Executive Committee before being adopted by a Department or Chapter.

ARTICLE XV– RUNS AND EVENTS

- 15.1 All runs and Events conducted by the National Organization will be planned and coordinated by a committee appointed by the National President.
- 15.2 The Riders National Organization will hold a minimum of (1) one Run or Event per year.
- 15.3 All Runs and Events conducted by Departments and chapters will be conducted according to the By-laws of their Department 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 Constitution and By-laws.
- 16.3 Any Rider or Supporter member 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 place with no further hearing after the action by the parent organization has been decided.

ARTICLE 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 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 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 Constitution and By-Laws of this Organization
- 17.3 These By-Laws will become effective upon a Favorable 2/3 vote of the National Delegates at a scheduled National Riders Meeting.