

CHARTER and BY-LAWS
OF THE
38th Motorcycle Mentorship Program Riding Club

CHARTER

ARTICLE I
Name and Authority

The name of this organization shall be the 38th Motorcycle Mentorship Program Riding Club and hereafter referred to as the 38th Riders Club. They shall have the authority to operate on 38th RSG Center Property only with the consent of the 38th RSG Commander and/or 38th Installation Manager or SSA. Operation depends on compliance with the requirements and conditions of this charter, U.S. Army instructions, installation instructions, state laws and associated by-laws and all applicable directives and policies.

ARTICLE II
Purpose, Goals, and Objectives

PURPOSE: To establish and maintain a spirit of comradeship and esprit de corps that will enhance the prestige of all motorcycle riders, encourage on-going rider education and skills development, and reduce the potential of motorcycle mishaps. Set an example for all personnel according to the standards, traditions, and customs of the U.S. Army. To operate and conduct itself in a manner that provides equal opportunity and treatment for all motorcyclists.

GOALS:

1. The 38th Riders Club will seek to improve morale, promote rider awareness and skills improvement. The 38th Riders Club will seek to enhance the installation and local community relationship through community service efforts and events by unifying and combining the unique and individual talents of the 38th Riders Club members.
2. Each member is encouraged to actively participate, to support the objectives of the 38th Riders Club by setting a positive example, and to promote the safety and welfare of all members.

OBJECTIVES:

1. Provide each member with the collective knowledge, experience, and influence of the 38th Riders Club positively affecting motorcycling on and off the installation.
2. Improve rider skills through mentorship for new riders and continuing education for all riders.

3. Establish an effective means of communication with all members to exchange ideas.
4. Promote the positive status of motorcycle riders in the U.S. Army.
5. Promote and support safety recognition programs.
6. Introduce new riders to the 38th Riders Club and familiarize them with the goals and objectives of the 38th Riders Club.
7. Promote social gatherings upon the base as well as with local community leaders.
8. Plan for and promote the use of designated driver and other effective DUI prevention programs with all 38th Riders Club sponsored, organized or attended events where alcoholic beverages will be consumed.
9. Provide a forum wherein any policy, program, or problem of interest to the members in general, along with unit leadership in particular, may be discussed freely.
10. Assist in maintaining a high state of group moral and esprit de corps, while encouraging the highest standards of safety, bearing, and behavior.
11. Improve the morale and welfare of the 38th Riders Club members and their family members.
12. Invite guest speakers to talk about topics of interest to the members, with emphasis on safety, rider skills, community, and family enhancement.

ARTICLE III

Qualification of Members and Fees

SECTION A: Membership in the 38th Riders Club shall be strictly voluntary and without regard to race, color, religion, sex, national origin, age, or handicap. Membership will not be granted to any prospect or member of a known or previously unknown outlaw motorcycle club. Active members must have a motorcycle endorsement on their license and maintain insurance as required by law. All active duty military members and civilian employees (as required by DoD and service instructions) will have a Motorcycle Safety Foundation (MSF) RiderCourseSM completion card. All members must be aware that they are jointly and severely liable for the obligations of the 38th Riders Club. Membership shall consist of five categories as defined below:

1. **Active Member:** Any individual who is federal employee, civilian or military, working on 38th RSG Property. To remain active fees must be paid to date. An active member is authorized to vote upon and discuss all matters in which the member has interests. Armed Services or DoD retirees in general can apply for active membership.

2. **Associate Member:** Any individual who rides as a passenger with an active member and pays fees. An associate member is authorized to vote upon and discuss all matters in which the member has interests. No active member can sponsor more than two associate members. No associate member can be someone eligible to become an Active Member.

3. **New Rider Member:** Any new member who has less than 1 year riding experience upon applying for active membership or is intending to purchase a motorcycle in conjunction with joining the 38th Riders Club. A mentor must be selected from the general membership to observe and advise the new rider for a period of six months. The mentor is selected by an agreed upon decision of the Director, Assistant Director, and Secretary. After completion of the six month period, with mentor concurrence, the individual becomes an active member. If the mentor feels the members has not lived up to the principles or rules of the club a majority vote at a membership meeting is necessary for the individual to remain a member of the club. New Rider Members pay no dues for the first 6-months and have full voting privileges.

4. **Honorary Member:** May be extended to any adult person with a simple majority vote of the active members present at any membership meeting, except as mentioned below. Such membership shall be restricted to individuals who have taken positive actions that support the ACN's principles, purposes, and objectives. Said members are not authorized to vote, and will not be required to pay dues. However, actively participating honorary members are encouraged to provide insights and thoughts on voting issues and recommendations on group events and activities in general.

5. **Inactive Member:** Any individual mentioned above, whose fees are 90 days delinquent, after being properly notified via phone, letter or email. An inactive member is not authorized to vote nor make any motions. However, an inactive member may present information that may be critical to the 38th Riders Club during debates if approved by the Director. Individuals will be issued a 30-day delinquency notice, by mail or email, prior to being placed on the inactive member roster. For the sake of this club, these (former) members will be simply dropped from the rolls (moved to the inactive member portion of the excel membership roster).

SECTION B: Active participation and support of projects, activities, and functions of the 38th Riders Club are encouraged and are the responsibility of every member.

SECTION C: Membership may be denied or withdrawn from active, honorary, or inactive members under the conditions prescribed by the officers of the 38th Riders Club in accordance with Article III, sections A and D, of this charter and Article I of the by-laws (See Road Captains). Membership may terminate at the written request of the member.

SECTION D: Any member convicted of a DUI (*from date of membership forward*) will be suspended from active membership status in the 38th Riders Club, becoming an inactive member, and shall forfeit all fees paid to date. Suspension of active membership will be based upon actual loss of installation privileges as deemed appropriate by command authorities, based on legal authority.

FEES

1. Active Member: \$10 annually, due in JAN each year.
2. Associate Member: \$10 annually, due in JAN each year.
3. New Rider Member: No fee for first 6-Months then an Active Member
4. Honorary Member: No annual fee

BY-LAWS

The following By-Laws are set forth for the normal operation and administration of the 38th Riders Club and will be directed on, and a guide for, the 38th Riders Club officers and members.

1. Local Chapter Voting Rules and Charter Amendments. At any pre-announced meeting (date established at previous meeting), binding votes may occur. Major items for voting (such as election of officers, modifications to charter, and decisions on club “colors”) should be announced in the meeting agenda (sent 2 weeks out) to inform members of a known upcoming voting item. At a meeting, a simple majority vote of “*established local members*” (identified on member roster) will be considered a “quorum,” meaning any vote is binding, so long as at least two executive officers are present. Having *binding quorums* are important to allow the club to conduct and vote on routine business, and allow proposals and initiatives to move forward, even without the attendance of members who are too distant to allow attendance. “*Non-local members*” will always be allowed to submit a “*proxy vote*” on any item. To do so, they can send an email to any friend or officer that is an active voting club member (member should bring printout of email), or provide a signed letter or note. Any member can also provide a verbal or telephonic proxy vote in the presence of a witness.

2. “Colors” Purchases. Colors (patches and/or wearable rider club symbology), if/when they are decided upon, will be obtained and purchased by the individual members after the “go-ahead” is provided by the executive committee. This “go-ahead” requirement is in place for two reasons.

a. To ensure the executive committee has the opportunity to present “club-approved” colors to the local “outlaw” clubs before ever being worn. This should preclude any misunderstandings or unintended conflicts, and foster good motorcycle club relations through mutual respect.

b. To ensure that new active members have fully completed the new member requirements prior to purchase and/or wearing of club colors.

The Chapter will be responsible for establishing relations with a preferred vendor of good price and quality and providing to members. Group orders may be made.

3. Wearing of Club Colors. Members are authorized to ride on rides with or without colors. They are authorized to put their letters on any type of jacket or outer garment of their choice. However, it is strongly recommended that a jacket is used for protective purposes, which should have some type of reflective piping or properties if worn after dark. Daytime use should be “high visibility jackets.” The outer garment used for wearing “colors” should be tasteful in nature, in good repair. The members “colors” jacket must ensure that any other types of patches, pins or

symbols are tasteful, and does not violate any portion of Section C of the charter, in regard to club principles. If so, an executive member of the club may ask that the member remove them from the garment. If a pin, patch or attachment is questionable, it can be addressed at any club meeting. The club may also “endorse” patches, such as POW-MIA, Patriot Riders, or other patches to be worn.

5. **Charter Members:** All club members on the rolls at the time of the national recognition of this charter are “grandfathered,” and will be considered founding members without participation in the new rider program or other provisions of club sponsorship.

ARTICLE I Officers, Their Duties, and Elections

SECTION A: (Elected Officers) The following 38th Riders Club officers will be elected in accordance with the charter of the 38th Riders Club, to serve a period of one year (*elected at the end of the JAN meeting every JAN*). The position of President is recommended to be held by an active duty member or DoD civilian employee to maintain continuity with the installation's leadership and assure direct association with the installation's workforce. There are no recommendations for other elected officers.

1. President (Director)
2. Vice President (Assistant Director)
3. Secretary
4. Treasurer
5. Road Captains (4)

The 38th Riders Club officers' election, removal, powers, and responsibilities shall be governed according to the rules contained in “The New Robert’s Rules of Order” except when it is inconsistent with this charter and associated by-laws.

SECTION B: (Duties of Officers)

PRESIDENT (DIRECTOR)

The duties are as follow:

1. Manage the 38th Riders Club according to its Charter, By-laws, and “The New Robert’s Rules of Order.”
2. Preside at all membership and special meetings.
3. Set dates for membership, special, and executive committee meetings.
4. Appoint committee members on a voluntary basis, except Nominating Committee.
5. Appoint members to fill elected officer positions if there are three months or less remaining on present term when the elected officer is unable to complete the current term. A special meeting will be scheduled for a temporary election for the vacant position when more than three months are remaining on their term.

6. Appoint points of contact (POCs).
7. Act as 38th Riders Club spokesperson.
8. Chair Executive Committee.
9. Authorize expenditures, not to exceed \$100 per purchase, between scheduled meetings of the membership, with concurrence of the Treasurer.
10. Establish Special committees and appoint committee chairpersons as required.
11. Distribute a tentative agenda for the next membership meeting.
12. Appoint officers to the following non-elected positions as he/she sees fit.

a. **MENTOR(S)**

- (1) Will observe and assist New Rider Members
- (2) A mentor is defined as “a trusted counselor or guide.” Mentoring, therefore, is a relationship in which a person with greater experience and wisdom guides another person”
- (3) The mentor will use available training and promotional resources to encourage safe responsible riding techniques and skills.

b. **SERGEANT-AT-ARMS** (Administers discipline and is responsible for recovery of 38th Riders Club property).

c. **HISTORIAN** (Maintains documentation of 38th Riders Club history).

d. **PHOTOGRAPHER** (Photographs 38th Riders Club events and members participating in/at events).

VICE PRESIDENT (ASSISTANT DIRECTOR)

The duties are as follows:

1. Assume duties of the Director in his/her absence.
2. Appoints Nominating Committee members.
3. Serve as member of Executive Committee.

SECRETARY

The duties are as follows:

1. Record the minutes of membership meetings and take attendance.
2. Distribution of minutes within 10 calendar days (via e-mail if capability exists).
3. Receive approval of previous month minutes at next regular scheduled meeting.
4. Maintain a completed file of 38th Riders Club correspondence.
5. Issue annual election ballots.
6. Chair Social Committee, or appoints Chair of Social Committee.
7. Serve as member of the Executive Committee.
8. Provide other administrative support required by the 38th Riders Club.
9. Attest to the authentication of documents and any other actions by the Director in the name of the 38th Riders Club.
10. Maintain an 38th Riders Club e-mail folder (if capability exists).

TREASURER

The duties are as follows:

1. Collect and receipt for membership fees.
2. Issue and accept membership applications/resignations.
3. Maintain POC roster and make available to the 38th Riders Club (via e-mail if capability exists).
4. Maintain 38th Riders Club checking account(s).
5. Maintain membership roster and make available to the 38th Riders Club.
6. Read monthly financial report at each membership meeting.
7. Provide financial report to the 38th Riders Club (via e-mail if capability exists).
8. Serve as member of the Executive Committee.

ROAD CAPTAINS

The duties are as follows:

1. Lead the 38th Riders Club in formation riding or parades. The Road Captains will give riding instructions to all riders prior to the start of a ride.
2. Enforce all rules of group riding.
3. Road Captains shall have the unchallenged right to terminate a member's participation in a given ride or event for the 38th Riders Club safety or image. Upon request of a Road Captain, the Director may suspend the member pending the lodging of an official complaint. All members have the right to appeal before the members and will abide by the decision of the members--majority rules.
4. One Road Captain will always ride "point" and set the pace. Another Road Captain will always ride "trail" to assure the safety of the 38th Riders Club from behind and assist members with mechanical problems.

SECTION C:

MEMBER DUTIES AND LAWS

1. Members will above all, uphold the basic club principles of honor, truth, respect, support, loyalty and commitment.
2. When representing the club on and off the installation, all members will conduct themselves with the highest regard of the club principles. The club must not be tarnished by unrestrained behavior, disrespect of fellow citizens, or acts that generally reflect poorly on the clubs image and reputation.

3. Members will not endanger the Club or any member by an illegal act or acts. If a member is arrested for illegal activities they are automatically suspended from club activities and if found guilty of the offense(s) they are dismissed from the club.
4. Each member serves as a safety officer. Each member is responsible to identify and correct any condition that threatens the welfare of club members or the general public. Any willful act of unsafe riding witnessed by a fellow club member(s) could result in denial of membership. Members may plead their case at the next meeting.
5. Activities will be conducted to encourage participation by all club members and no laws will be enacted which favor or separate members by the type of motorcycle they ride.
6. No member will ride under an impaired physical condition. Every member will always try to prevent another member from riding in an impaired condition.
7. Members will always hold the club in high regard. A member will never angrily accost, assault, or slander any other fellow club member.
8. Members will embrace and encourage an atmosphere of skill improvement, responsible riding, and riding enjoyment and discourage aggressive, competitive, and potentially self destructive riding behaviors.

SECTION D: (Elections, Voting, and Officer Removal)

ELECTIONS

Election of 38th Riders Club officers shall be done annually during the January general membership meeting. The 38th Riders Club Assistant Director at the December membership meeting will appoint a Nominating Committee consisting of at least three members. The committee will submit a slate of candidates and accept nominations from the floor at the January membership meeting. Floor nominations will not be accepted unless the candidate is present and verbally accepts, or has provided an affidavit to the Nomination Committee (and/or signed note expressing willingness to accept a stated position), if elected. Nominees must have enough retainability to complete the term for which they are being nominated. If a member of the Nominating Committee becomes a candidate, that member shall be removed from the committee and a new member shall be appointed.

VOTING

Voting for the election of officers will be by secret ballot. Voting on all other 38th Riders Club business will be by a show of hands with the majority ruling, or as stated below. Ballots for the annual election will be provided to all members in good standing. Any member with outstanding dues may obtain a ballot prior to the election by paying their outstanding dues. For those active members unable to attend the January general

membership meeting, absentee ballots may be obtained from the 38th Riders Club secretary. Members of the nominating committee will tabulate ballots. The candidate for each position with the most votes wins.

OFFICER REMOVAL

38th Riders Club officers may be removed from office for cause with due process, as necessary, by request of the two-thirds of the active membership in the form of a signed petition.

ARTICLE II Meetings of the 38th Riders Club

SECTION A: (General Membership Meeting) Shall be held once a year, in January for the purpose of electing new officers, disseminating other business, and inviting new riders to join. To convene a general membership meeting, a *quorum* of the active membership is necessary. Motions/solutions and revisions/amendments will carry a simple majority of positive votes except when the issue involves a request for complete written financial reports. In this exceptional case, a majority of positive votes is required.

SECTION B: (Regular Membership Meeting) Shall be held monthly as so stated in the by-laws for the purpose of conducting business that may be brought before the 38th Riders Club listening to guest speakers, etc. To convene a regular membership meeting, a *quorum* of active membership is necessary. Motions/resolutions and revisions/amendments will carry a simple majority of positive votes except when the issue involves a request for complete written financial reports. In this exceptional case, a two-thirds (2/3) majority of positive votes is required.

ARTICLE III Revisions, Adoptions, Amendments, and Review

SECTION A: (Revisions/Adoptions) The adoption and or revision of this charter and associated by-laws require the approval of a *binding quorum* of positive votes of the active members present at any meeting, provided a two-week oral or written notice is given to the 38th Riders Club, as stated and defined in By-Law #1. Any revision to this charter and associated by-laws will not conflict with any installation or higher headquarters directives. This charter and associated by-laws will not take effect until reviewed by the first acting and or subsequent elected positions of the President (Director), Vice President (Assistant Director), Secretary, and Treasurer.

SECTION B: (Amendments) This charter and associated by-laws may be amended or abolished in whole or in part by an established *quorum* of voting members present at any meeting, within provisions of By-Law #1. Any amendments to this charter and associated by-laws will not conflict with any installation (38th RSG) or higher headquarters directives. This charter and associated by-laws shall be automatically amended to conform with all directives

