

Fridley, MN
American Legion Riders
(ALR)
Post 303
Chapter By-Laws
24 April 2014
Article I--Name

Section 1. The Chapter existing under these By-Laws is to be known as Fridley, MN Post 303, Tenth District, and Department of Minnesota of The American Legion.

Section 2. The name and nature of this Chapter are as set forth in the Constitution. The name of this chapter shall be called, Fridley American Legion Riders, Legion Riders, or Riders, (Fridley ALR).

Article II—Eligibility of Membership

Section 1. Requirements for full membership in the American Legion Riders (ALR).

- a. You must be a current member of the American Legion, Auxiliary or Sons of the American Legion.
- b. You must own a motorcycle or trike of at least 400cc in size, have a valid license with a motorcycle endorsement and be properly insured or be the named passenger of a current ALR member.

Section 2. Charter/Chapter Member: Charter Member distinction is reserved for the first 6 full members of the Fridley Post 303 Riders Chapter. Charter Members may display a Charter Member patch. Any full members inducted after the first 6 Charter Members will be designated as Chapter Members and may display a Chapter Member patch.

Section 3. Supporter: The ALR Chapter Supporter classification does not constitute full membership in the ALR, but is intended as a means to provide recognition to those who show strong support to the Chapter. Any current member of the American Legion, American Legion

Auxiliary or Sons of the American Legion not in compliance with full membership requirements as defined under Article II, section 1, paragraph b. or a person that does not meet membership requirements as defined under Article II section 1, paragraph a. and sponsored by a Full ALR member will be considered for acceptance as a “Supporter”.

- a. Chapter Supporters will NOT be afforded the privilege of holding elected office in the Chapter or granted voting privileges.
- b. Full ALR members may sponsor only one supporter member.

Article III—Chapter Officers

Section 1. The officers of the Chapter shall be Director, Assistant Director, Secretary, Treasurer, Sergeant-at-Arms, Road Captain, Historian, Chaplain, and Membership Chairman.

Section 2. Between Chapter meetings, the administrative power of the Chapter shall be vested in the Chapter Executive Committee, which shall consist of all elective officers for the current year and in addition the immediate Past Director. In case of a tie vote within the E Board, the issue will be tabled until a vote can be conducted by the complete officer board at the next scheduled meeting or a special board if called by the Chapter Director.

Section 3. Officers of this Chapter shall be nominated in April, elected annually in May and take office at the June meeting following that of the election.

- a. Only those members of the Chapter in good standing at the time of the nominations shall be allowed to make a nomination.
- b. Only those members of the Chapter in good standing at the time of nominations and who will fulfill requirements for officers by the time elections are held shall be allowed to accept a nomination.
- c. Determination of eligibility shall be made by the Membership Chairman using membership records of the Chapter and whatever means of identification of the member as deemed necessary by the general membership.

Section 4. All elections of officers shall be by paper ballot and the candidate or candidates receiving the highest number of votes shall be elected to the respective office for which they are candidates.

- a. In the event of a tie vote, a re-vote will be conducted for that specific office at the end of all other office votes.
- b. No absentee voting will be allowed.

Section 5. All vacancies existing in any office of the Chapter or committee from any cause other than the expiration of the term shall be filled by a majority vote of the remaining members during the next scheduled Chapter meeting. A person so appointed shall hold office for the unexpired term of the member of the committee or office whose position was vacated.

Section 6. A vacancy shall exist when a member or officer is absent from the Chapter due to resignation, loss of qualifications, incapacity from injury or illness, or for a continuous period of unexcused absences considered detrimental to the interest of the Chapter by the remaining members of the Executive Committee.

Section 7. All Past Chapter Directors shall be members of the Executive Committee with voice but without voting privileges exception: immediate past Director.

Article IV—Meetings

Section 1. The regular meeting of the Chapter shall be held at the Fridley Legion on the ^{2nd} Thursday of the month at 7:30 pm, and will be held every month in which may be transacted such business as may properly be brought up for action; such meetings may be converted into entertainment meetings, as may be deemed agreeable by the officers of the Chapter.

Section 2. The Chapter Director or a majority of the Executive Committee shall have power to call a special meeting of the Chapter at any time.

Section 3. Three (**3**) members shall constitute a quorum. All Chapter members are expected to attend as many meetings and events as possible.

Section 4. Members attending meetings or events must wear back patch, t-shirt or ball cap with ALR logo or pay a \$1 fine.

- a. All members are exempt from fines for the first 60 days of membership.

Article V—Chapter Executive Committee

Section 1. The Chapter Executive Committee shall meet for organizational or such other business as may come before it at the call of the Chapter Director within 10 days after the installation of the new officers. Thereafter the Chapter Executive Committee shall meet as often as Chapter Director may deem necessary. The Chapter Director shall call a meeting of the Chapter Executive Committee upon the joint written request of **three** or more full members. **3** members of the committee shall constitute a quorum thereof.

- a. Chapter Executive Committee shall consist of the Chapter Director, Assistant Director, Secretary, Treasurer, Membership Chairman, Road Captain, and Sergeant-at-Arms for the current year with the addition of the immediate Past Director.
- b. Positions of the Chapter Executive Committee shall be filled by Legionnaire, Auxiliary or SAL Rider Members only (No Chapter Supporters).

Section 2. The Chapter Executive Committee, based on a majority vote, shall hire such employees as may be necessary; shall authorize and approve all expenditures; shall provide or require adequate bonds from

all persons having custody of chapter funds; shall hear the reports of chapter committee chairs; and generally, shall have charge of and be responsible for the management of the affairs of this chapter.

Article VI—Duties of Officers

Section 1. Duties of Director. It shall be the duty of the Chapter Director to preside at all meetings of the Chapter and to have general supervision over the business and affairs of the Chapter, and such officer shall be the chief executive officer of the Chapter. The Director shall approve all orders directing the disbursement of funds and shall make an annual report covering the business of the Chapter for the year, and recommendations for the ensuing year, which shall be read at the annual meeting and a copy thereof immediately forwarded to the Department adjutant. The Director shall perform such other duties as directed by the Chapter.

Section 2. Duties of Assistant Director. The Assistant Director shall assume and discharge the duties of the office of commander in the absence or disability of, or when called upon by the Chapter Director or Post Commander.

Section 3. Duties of Chapter Secretary. The Secretary shall have charge of and keep a full and correct record of all proceedings of all meetings, keep such records as the Post and Department organizations may require and under direction of the Director handle all correspondence of the Chapter.

Section 4. Duties of the Treasurer. The Treasurer's position will be for a term of one (1) year and with no limit of how many terms held. The position will be elected every year. The Treasurer shall have charge of all finances and see that they are safely deposited in some local bank or banks and shall report once a month to the Chapter Executive Committee the condition of the finances of the Chapter, with such recommendations as he or she may deem expedient or necessary to carry on the financial activities of the Chapter. The Treasurer shall be a signer

for all checks disbursing the monies of the Chapter, and shall be provided such surety bonds in such amounts as shall be fixed by the Chapter Executive Committee and obtained by the Chapter. *It is required that the signature of 2 Officers of the Chapter Executive Committee, be required for the expenditure of funds. This person shall not be the spouse/relative of the treasurer. Have 2 Officers sign a bank signature card at the bank. Primary (Treasurer), Secondary (fellow Chapter Executive Committee member, such as the Director).* The Treasurer prepares the Chapter's monthly financial report for the sponsoring department/post Executive Committee.

Section 5. Duties of the Sergeant-at-arms. The Sergeant-at-arms shall preserve order at meetings and gatherings assist the Road Captain in enforcing all rules of safe riding during rides and runs; and perform such other duties or chair such committees as may be from time to time assigned by the Director or Chapter Executive Committee.

Section 6. Duties of Road Captain. The Road Captain shall bring to a vote and plan all Fridley ALR approved tours, runs, activities, and events; lead the chapter in formation riding or parades; arouse interest in activities; enforce all rules of safe motorcycle operation and group riding. Additionally, the Road Captain may select assistants to aid in special tasks and may chair appropriate activities committee as directed by the chapter Director or Executive Committee.

Section 7. Duties of Membership Chairman. The Membership Chairman is responsible for maintenance of membership records. The Membership Chairman shall collect membership dues as determined by the Chapter bylaws, and provide same to Treasurer on a regular basis. The Membership Chairman is charged with the review and/or collection of eligibility documentation as required to demonstrate compliance with National membership requirements, and to demonstrate any additional requirements as may be defined by the sponsoring Post Executive Board, applicable Department rules; or State and Local laws. The Membership Chairman shall render detailed membership reports annually or when

called upon to do so at regular meetings of the Chapter. Additionally, the Membership Chairman shall send ALR renewal notification to members of record upon availability of ALA, and/or SAL membership cards for the following membership year.

Section 8. Duties of Chapter Historian. The Chapter Historian shall be charged with the individual records and incidents and events of the Chapter and Chapter members, and shall perform such other duties as may properly pertain to the office as may be determined by the Chapter Director the Executive Committee.

Section 9. Duties of Chapter Chaplain. The Chapter Chaplain shall be charged with the spiritual welfare of the Chapter comrades and will offer divine but nonsectarian service in the event of dedications, funerals, public functions, etc., adhere to such ceremonial rituals as are recommended by the National or Department headquarters from time to time.

Section 10. Quartermaster – Member responsible for maintaining and keeping an inventory of Chapter’s “store” of equipment, supplies, etc. Ensures proper equipment is distributed to Sergeant-at-Arms for all meetings (flags, tables, etc. if necessary). Responsible for maintaining an inventory of the standard patches worn by members as designated by Chapter E-Board. Orders supplies as necessary from responsible vendors and submits invoices to Treasurer for payment. Issues necessary equipment when required and ensures all equipment is properly stored when returned. Also will identify items that need repair and inform the Chapter Director.

Section 11. Additional Roles. The Chapter may define additional roles, either elected or appointed, within their local by-laws. Any such addition to the by-laws must definitively state whether the position is elected or appointed. If an additional role is filled by appointment, any such addition to the by-laws must definitely define who has the right of appointment (usually Director, or Chapter Executive Committee by

majority). Finally, any such additions to the bylaws must define which, if any, of the additional positions constitute membership on the Chapter Executive Committee.

Article VII—Delegates

Section 1. Delegates and Alternates to a Department or District American Legion Riders meeting, convention, district and regional gathering or other activity shall be elected by ballot by the Chapter at a regular meeting of the Chapter to be held prior to the date of such event. Reimbursement of expenses for events shall be at the discretion of the committee.

Article VIII—Appointments

Section 1. The Chapter Director, immediately upon taking office each year, may appoint standing committees or commissions for the furtherance of chapter programs.

Section 2. Such standing committees shall consist of such persons, and the chair thereof, as designated by the Chapter Director.

Article IX—Resolutions

Section 1. All resolutions of state or national scope presented to this Chapter by a member or reported to this Chapter by a committee shall merely embody the opinion of this Chapter on the subject and copy of same shall be forwarded to the Post/Department headquarters for its approval before any publicity is given or action other than mere passage by the Chapter is taken.

Article X—Notices

Section 1. Every member shall furnish the Chapter Secretary with a valid email or postal mailing address.

Section 2. The Chapter Secretary shall cause notice of the annual election to be given at least two weeks prior thereto.

Article XI—Rules of Order

Section 1. All proceedings of this Chapter shall be conducted under and pursuant to Roberts' Rules of Order (Newly Revised), except as herein otherwise provided.

Article XII—Limitations of Liabilities

Section 1. This Chapter shall not incur, or cause to be incurred, any liability whatsoever that shall be subject to liability to any other Chapter, subdivision, members of the American Legion, Post, Departments, other individuals corporations or organizations.

Article XIII—Amendments

Section 1. These By-Laws may be amended at any regular Chapter meeting by a vote of two-thirds of the members of said Chapter attending such regular meeting, provided that the proposed amendment shall have been submitted in writing and read at the next preceding regular meeting. Any changes will be reported to the sponsoring Department or Post.

Section 2. Written notice to the addresses of record indicated in Article IX, Section 1, shall have been given to all members at least 5 days in advance of the date when such amendment is to be voted upon, notifying said members that at such meeting there will be presented a proposal to amend the By-Laws.

Article XIV—Membership Dues structure

Section 1. The dues paid by a Chapter member shall be paid for the year, running from July through June of that year.

Section 2. The annual dues for Full Chapter Members will be \$20.00 per year. The annual dues for Supporter Members will be \$10.00 per

year. New Full Chapter Members will pay \$20.00 and new Supporter Members will pay \$10.00 as an initial membership fee regardless of month of enrollment.

Section 3. Any member wanting to leave the Chapter for any reason shall forfeit their remaining dues.

Article XV— Expulsion

Section 1. Any member may be expelled or suspended from the Chapter by a majority vote of the general membership at a regular Chapter meeting. Such expulsion does not preclude the individual from joining at another Chapter.

Section 2. Any member no longer fulfilling the requirements of Article II Section 1.b. will have their membership status reviewed by committee. If the loss of motorcycle ownership or ability to operate a motorcycle is no fault of the member, the Chapter may allow continued membership. Membership will be reviewed on a case by case basis. These are commonly referred to as “Special Class Members” under the following guidelines:

- a. The member **MUST** have been a member who met the original eligibility requirements.
- b. The “Special Class Member” **MUST** still keep current their membership in the American Legion.
- c. The disability or injury must be significant enough in nature to prevent the member from operating a motorcycle.
- d. In the event of the death of his/her sponsor if the member was solely in “named passenger” status (did not operate a motorcycle, but sponsor did), the member will be granted a 12 month “grace period” at which time committee review is mandatory.
- e. Each case is carefully considered by committee and then voted on by the Chapter membership before continued membership is granted as a “Special Class Member”.

- f. A Full Member who loses eligibility by other circumstances can become a Supporter Member if that person meets the requirements in Article II section 3.

Article XVI —Apparel

Section 1. The Fridley ALR back rocker is a symbol of the Post 303 Fridley ALR and is provided to eligible Chapter members. Upon leaving the Fridley ALR Chapter, the patch must be removed from any attire, and returned to the Chapter Director or Executive Committee member.

Section 2. All Chapter members are representatives of The American Legion and are strongly recommended to dress in a manner that promotes a positive image for The American Legion, particularly when operating in group activities or interacting with the community.

Section 3. All members are required to obtain a leather vest for inclusion of ALR required patches and other patches of personal preference. If ALR patches/logos are affixed to any other type of outer jacket or vest, these rules shall also apply.

- a. The American Flag is required and must be the highest patch on the wearer's left front side.
- b. The ALR Back Patch must be the dominant feature of the back of the garment upon which it is worn.
- c. Full Members will display Rockers with the Back Patch to signify District and Post. An additional patch that reflects the member's position as stated in Article II may also be worn.
- d. Supporter Members will not display rockers with the Back Patch.
- e. Personal patches can be worn; however, absolutely no patches deemed inappropriate will be permitted.