

Constitution

Of The

New London Motorcycle Club

Revised 12/27/07
Revision No. 16

Constitution

Article No. 1 NAME

This Club shall be known as the New London Motorcycle Club

Article No. 2 OBJECT

- A. The purpose of this Club is to pursue, promote, and protect the interest of motorcyclists; through charitable good deeds;
To develop better and more enthusiastic relations between the general public, the press, and the operators and riders of motorcycles; by publicly supporting a variety of charities, and hosting annual charity events on Club owned property;
To encourage member participation at motorcycle charitable events.

- B. To encourage discussion among members of matters pertaining to motorcycles;
To sponsor and promote organized motorcycle events; in general,
To do any acts in connection therewith not forbidden by the State of Connecticut

Article No. 3 QUALIFICATION OF MEMBERS

Members shall be operators and riders of motorcycles, motorcycle enthusiasts, or persons actively concerned with the trade.

Article No. 4 DISCRIMINATION

This Club shall not discriminate against any person on the basis of race, color, religion, gender or sexual preference.

Article No. 5 OFFICERS AND THEIR ELECTION

Section 5.1.0 Executive Board

The officers of the club shall be President, Vice President, 2nd Vice President, Secretary, and Treasurer. These officers shall constitute the Executive Board.

Section 5.1.1 Duties of the Executive Board

The duties of the Executive Board shall be:

To act for the Club in all matters ordered by the Club;

To maintain Club administrative records;

To make recommendations upon member expulsions;

To properly investigate and present to the Club all business or important activity situations;

To have general control over all club affairs;

To appoint any member to fill a vacancy of the Executive Board or standing committees caused by death, resignation, or neglect to serve as determined by the Executive Board.

To perform an internal audit of the financial records of the Club each year immediately following the annual election. The Vice President and one member shall complete the audit by December 31st. After completing the audit, the Executive Board shall provide a report to the members at the next regular meeting.

To pay club debts. All checks shall require only one signature for payment of Club debts. The treasurer shall sign all checks. The President, Vice President, or Secretary may sign checks in the Treasurer's absence.

To annually review the Constitution and Bylaws to assure that no amendments were made to the wrong document.

To include dates in the permanent document when a Constitutional Amendment or Bylaw Amendment is passed into law.

Section 5.1.2 President

The duties of the President shall be:

- To preside at all meetings of the Club;
- To have general supervision of the affairs of the club;
- To appoint any person or committee not otherwise ordered by the club, by election;
- To appoint any member as Secretary pro tempore whose duties shall be to record the minutes in the absence of the Secretary.
- To personally represent the Club on proper occasions and business contacts;
- To promote interest on the part of each member in Club life and activities;
- To vote only when necessary to break a tie.

Section 5.1.3 Vice President

The duties of the Vice President shall be;

To perform the duties of the President in his absence and to assist the President as required.

5.1.3.1 General Supervision

To have general supervision over all Club static events, unrelated to riding events.

5.1.3.2 AMA Representative

To represent the club as the official AMA Representative.

To supervise all AMA sanctioned Club events

To act as the Referee, Insurance Communication Officer, and Legislative Officer.

As the Referee, the duties of the AMA Representative shall be to have general supervision over all AMA sanctioned events promoted by the Club. The responsibilities of the Referee are completely outlined in the AMA Road Rider Rule Book.

As the Insurance Communications Officer, the duties of the AMA Representative for AMA sanctioned events only shall be;

To ensure that the events are properly sanctioned with liability insurance coverage intact;

To review the registration procedures and ensure that an adequate supply of all sign up materials and release forms are available;

To research and consolidate information on all participant or spectator mishaps or occurrences;

To complete and mail the injury report form within twenty-four hours after an event;

To call the AMA immediately following an event to report any serious accident.

As the Legislative Officer, the duties of the AMA Representative shall be:

To monitor and report on state legislative activities affecting motorcycling;

To communicate to the AMA district legislative officer or AMA Congress delegate any of the legislative activities identified.

To work with the AMA district legislative officer or AMA Congress delegate, and AMA government relations department to promote programs and legislation that will benefit motorcycle enthusiasts.

To work with other organizations to promote programs and legislation that will benefit motorcycle enthusiasts.

Section 5.1.4 Second Vice President

The duties of the Second Vice President shall be:

- To act as Vice President if the Vice President is acting in the capacity of President;
- To act as liaison between the President and Committee Chairpersons;
- To act as Club liaison with other organizations for the purpose of planning and/or participating in area events.
- To monitor and report on State and Federal proposed changes in laws concerning the sport of motorcycling.

Section 5.1.5 Secretary

The duties of the Secretary shall be:

- To keep a record of the meetings of the Club;
- To send out notices of regular and special meetings;
- To handle all Club correspondence;
- To perform such duties as generally fall to that office.

Section 5.1.6 Treasurer

The duties of the Treasurer shall be:

- To collect dues from all members;
- To collect all other money due the Club;
- To make payment of all Club debts;
- To maintain Club financial records and deliver reports on a timely basis;
- To monitor and report on Club investments;
- To recommend changes of investment strategies to the Club.

Section 5.2 Directors

There shall be three officials elected as directors by the Club.

Directors shall be;

Road Captain, Honor Guard Captain and Trail Boss.

Responsible to represent, organize, and lead the Club related to on road, off road, and Honor Guard events.

Independent from the authority of the Executive Board and shall report directly to the President and Membership of the Club. (to become effective 12/04/2008)

Section 5.2.1 Road Captain

The duties of the Road Captain shall be;

- To have general supervision over all riding events,
- To qualify for the position as owner and operator of a motorcycle.
- To qualify for the position must possess a valid motorcycle license.
- To plan and organize all road events promoted by the Club;
- To designate members as Road Sergeants, who have the ability to lead rides in the absence of the Road Captain, or assistance of the Road Captain.
- To designate an infinite number of assistants, to act as traffic safety officers for special riding events, and/or large regular club riding groups.

Section 5.2.2 Honor Guard Captain

The duties of the Honor Guard Captain shall be;

To have general supervision over the Honor Guard;

To maintain a special roster of Honor Guard Members;

To designate a leader to manage and lead a special drill team for special events; regular Honor Guard events, and parades;

To act as quartermaster for the Honor Guard,

To designate specific events as official Honor Guard events.

Mission of the Honor Guard

The mission of the Honor Guard is to present a professional, uniformed, military style image, representing the New London Motorcycle Club at solemn events such as wakes, funerals, and celebrations of life events, honoring deceased Club members and others related to the sport of motorcycling. This includes but is not limited to friends and/or supporters that had some connection to the New London Motorcycle Club.

A. It is considered a privilege and an honor to serve in the Honor Guard. Members selected must have a good general appearance; a willingness to follow protocols set by the body, and possesses good basic riding skills.

B. The Honor Guard Captain shall have general supervision and responsibility to assure all Honor Guard members are equipped with proper Honor Guard attire.

The Club Road Captain shall be charged with the responsibility of all riding protocols for the Honor Guard. The Honor Guard is not a drill team; however, the Road Captain may select a number of riders to perform an enhanced exhibition of riding skills

Section 5.2.3 Trail Boss

The duties of the Trail Boss shall be;

To act as the New England Trail Riders Association Representative (NETRA)

To have general supervision over off road riding;

To instruct and enforce all rules of Off Road Racing;

To have full charge and control of the NLMC Off Road Racing Division;

To plan, organize and have general supervision over all sanctioned off road events;

To report on Off Road Racing events;

To stimulate interest in activities.

Article No. 6 ELECTIONS

All offices shall be filled at the annual election to be held on the first Thursday of November. All officers shall hold offices for one year or until their successors are elected and qualified. The e-board in place prior to elections shall remain in said position until newly elected officials can be orientated, with a minimum of one e-board meeting, and assume positions on the first Thursday of December.

Section 6.1.0 Elections and Nominations

The election of officers shall be by a majority vote of the membership. Members shall cast their vote by ballot only. Absentee ballots will be available upon request for the annual election of officers, and must be returned by US Mail in a sealed envelope marked "BALLOT" inside of the mailing envelope. Nominations shall be taken at the regular meeting that is three (3) regular meetings prior to the annual election and advertised until the elections. The President, Secretary, and AMA Representative must all be AMA members.

Article No. 7 QUORUM

The Club will conduct business meetings with the active members that are present.

Article No. 8 AMENDMENTS

The Constitution may be amended providing the proposed amendment is submitted in writing, at least one regular meeting prior to the regular meeting at which action is to be taken. A vote of two-thirds of the members present shall be required to adopt an amendment.

Article No. 9 BYLAWS

The New London Motorcycle Club shall establish a secondary rule of law, referred to as Bylaws. Bylaws should be established only to support the New London Motorcycle Club Constitution. Bylaws shall be established by a written motion from a member, a verbal or written secondary approval of the motion by a member, and made into law with a majority vote unless otherwise stated.

Article No. 10 MONETARY COMPENSATION

The New London Motorcycle Club is a not for profit, tax exempt, non-stock corporation. As such, no member of the New London Motorcycle Club shall receive monetary compensation for any services rendered to the organization.

BYLAWS
Constitutional Article No. 9
(Revision 22, December 27, 2007)

Section 9.1.0 RULES OF ORDER

Roberts Rules of Order shall be used as a guide for governing the parliamentary proceedings of this Club unless otherwise provided in these bylaws.

The order of business shall be:

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Moment of Silence**
- 4. Roll Call**
- 5. Introduction of Guests**
- 6. Reading of minutes from Previous Meetings**
- 7. Report of Officers**
 - A. Secretary**
 - B. President**
 - Report from Directors
 - Trail Boss (effective 12/04/2008)
 - Honor Guard Captain (effective 12/04/2008)
 - Road Captain (effective 12/04/2008)
 - Report from Managers
 - Website Manager (effective immediately)
 - News Manager (effective immediately)
 - C. Vice President**
 - AMA Report
 - Special Event Reports
 - D. 2nd Vice President**
 - Committee Roll Call**
 - House Committee Chairperson
 - Grounds Committee Chairperson
 - Activities Committee Chairperson
 - Good Will Committee Chairperson
 - Recruitment Committee Chairperson
 - Annual Banquet Committee Chairperson
 - Legislative Reports
 - E. Treasurer**
- 8. Unfinished Business (Old Business)**
- 9. New Business**
- 10. Good of the Club**
- 11. Motion to Adjourn**
- 50/50 Raffle - Vice President's option**

Section 9.2.0 APPOINTMENTS/ Managers and Committees

The standing committee positions of the club shall be the Web Site Manager, the News Manager, the House Committee Chairperson, the Grounds Committee Chairperson, the Activities Committee Chairperson, the Good Will Committee Chairperson, the Recruitment Committee Chairperson, and the Annual Banquet Committee Chairperson. All committees shall be appointed by the President and report to the Executive Board.

9.2.1 Web Site Manager: A Web Site Manager shall be appointed each year by the President to maintain and update the Club's web site. The person selected must possess the skill to perform this task. The responsibility of the Web Site Manager will be to maintain and update the Club's web site as data is forwarded by the Executive Board. Only advertisements, notices, announcements, and other correspondence forwarded by the Executive Board shall be posted on the web site. It shall not be the task of the Web Site Manager to forward e-mail communications from a member to the membership, unless requested to perform said task by the Executive Board.

9.2.2 News Manager: Shall produce a newsletter, either printed, on line, or both, on a monthly, quarterly, or yearly basis to be determined by the reporter based on newsworthy information.

9.2.3 House Committee Chairperson: The House committee chairperson shall have general supervision of the clubhouse. The House Committee Chairperson shall be directly responsible for housekeeping. Housekeeping shall include maintaining the cleanliness and appearance of the clubhouse and an adequate amount of supplies. The House Committee Chairperson shall be responsible for other specific tasks subject to such orders as the Executive Board may have. The House Committee Chairperson may solicit volunteers to serve on said committee.

9.2.4 Grounds Committee Chairperson: The Grounds Committee Chairperson shall be directly responsible for the repair and improvement of the building, grounds, and property of the Club. The repairs and improvements shall be accomplished by either organized work parties or selected contractors. The Grounds Committee Chairperson shall be responsible for other specific tasks subject to such orders as the Executive Board may have. The Grounds Committee Chairperson may solicit volunteers to perform regular maintenance activities such as snow plowing and lawn mowing.

9.2.5 Activities Committee Chairperson: The Activities Committee Chairperson shall have general charge of all static New London Motorcycle Club events, to include but not limited to; planning, promoting, organizing and managing non-riding events, clubhouse picnics, pot lucks, parties and all social events.

The Activities Chairperson shall solicit volunteers for task specific functions including but not limited to: co-ordination with a host organization if applicable, establishing written agreements where applicable, insurance acquisitions working with the Vice President/AMA representative, media print advertising, airwaves advertising, signage advertising, professional calendar advertising, correspondence solicitation, and general operations.

General operations shall include but not limited to appointing a lead food manager volunteer person who may designate assistants, a number of cashiers as approved by the Treasurer, a lead person to coordinate and manage traffic plans and parking, a lead person to set up for the event, a lead person if not the same to breakdown an event.

The Vice President and Treasurer shall have oversight authority for all non-riding events, known as static events. The Vice President shall supervise the general operation of all static events and the Treasurer shall monitor and supervise all expenditures. All new events shall require a majority approval from the membership. Traditional events already established by the membership shall only require approval from the Executive Board. All events shall require submission of a budget request to the Treasurer, who will in turn ask the membership for a vote of approval.

9.2.6 Good Will Committee Chairperson: The Good Will Committee Chairperson shall solicit volunteers to serve on said committee for the purpose of meeting and greeting guest(s), insuring that the attendance of said guest is a positive experience. The Chairperson or designee should introduce guest to active members. The Chairperson should stay alert to incidents requiring a sunshine response, such as a member or immediate family member who was recently deceased, hospitalized, or disabled from accident or illness. The Chairperson shall insure that an appropriate response is made on behalf of the Club. The Chairperson will have a spending cap of \$50.00 per incident.

9.2.7 Recruitment Committee Chairperson: The Recruitment Committee Chairperson shall solicit volunteers to serve on said committee for the purpose of brainstorming new ideas to recruit new members.

9.2.8 Annual Banquet Committee Chairperson: The Annual Banquet Committee Chairperson shall be responsible for securing a facility each year for the Clubs Annual Banquet. The Chairperson shall solicit volunteers to serve on said committee. The Chairperson shall be authorized to decide on a facility, menu, entertainment, decorations and cost.

Section 9.3.0 APPLICATION FOR MEMBERSHIP

Any person meeting the qualifications of members and willing to support the object of the Club may apply for membership. Prospective members must be at least 16 years of age and must attend at least three meetings or events in a timely manner. On the third meeting or an agreed meeting thereafter, the Club shall approve the application for membership by a two-thirds vote of the members present.

9.3.1 Application Eligibility for Membership:

- A. Individual membership is a person over the age of 16.
- B. Any two people living together in a relationship at the same address will qualify for a couple membership status.
- C. Associate membership is anyone under the age of 21, and who will have no voting privileges. Associate members under the age of 16 must have a parent /guardian that is a current member in good standing.
- D. Off Road Racing Division memberships may be offered to individuals, independently so applying, over the age of 16 years. Applicants under the age of 16 years old must be accompanied by a parent or guardian membership. Off Road Racing Division memberships shall not be afforded any voting privileges, unless the individual chooses to have a regular membership at the full fee.

9.3.2 Application Fees: An application fee of \$15.00 shall be assessed to all new memberships. New applicant memberships will receive a copy of the bylaws, a small club patch, and a club sticker.

Section 9.4.0 DUES

The dues for each current year shall be payable on March 1st. Anyone who has not paid their dues by the following April 1st shall not be considered a member in good standing, and shall be assessed a late fee. Anyone who has not paid their dues by May 1st, shall not be considered a member in good standing and shall be assessed an additional late fee. Anyone who has not paid their dues by June 1st shall no longer be considered a member of the Club, and will be subject to the application process for a new member once again.

9.4.1 Membership Fee:

- \$ 50.00 Individual Membership
- \$ 75.00 Couple Membership
- \$ 2.00 Associate Membership
- \$ 10.00 Off Road Racing Division Membership

9.4.2 Late Fees:

- \$ 10.00 fee assessed on April 1st
- \$ 20.00 fee assessed on May 1st

9.4.3 New Memberships after October 1st:

- \$ 25.00 Individual Membership
- \$ 37.50 Couple Membership
- \$ 1.00 Associate Membership
- \$ 5.00 Off Road Racing Membership

Section 9.5.0 MEMBERS IN GOOD STANDING

A member with current dues paid; shall be considered in good standing; shall be entitled to hold office in the Club; shall be able to vote, and to receive Club awards.

9.5.1 Representation

The New London Motorcycle Club allows its members to belong to other motorcycle clubs and associations. However, when a member of the New London Motorcycle Club attends an official Club meeting, social events promoted by the Club, or Honorary ceremonious event representing the Club, said member should only wear plain clothing, or clothing that predominately displays New London Motorcycle Club logo's, patches, and/or scripted displays.

Section 9.6.0 HONORARY LIFE MEMBER

There shall be an Honorary Life Membership in the Club for the purpose of honoring anyone the Club feels worthy of this distinction. Members completing 30 years of membership shall be automatically considered for Honorary Life Membership. Such memberships shall be conferred only by a two-thirds vote at any regular meeting of the Club. Such Honorary Life Membership shall confer all privileges.

Section 9.7.0 ANNUAL BANQUET

The annual banquet shall be held on the first Saturday following the annual elections, or a day as determined by the Executive Board. At the discretion of the Executive Board and the concurrence of the membership the annual banquet may be held in December in conjunction with the annual Christmas party.

The President may present awards at the annual banquet;

Awards may include but are not limited to;

Certificates of Appreciation

One (1) Dauntless Rider Award

Section 9.8.0 DISCIPLINARY ACTION

A member may be expelled for conduct unbecoming a member of the Club. Charges must first be made in writing, and the accused member given a hearing before the Executive Board. The Executive Board shall take evidence and report its finding to the Club with the recommendation that either charges be considered proven and the accused member expelled or the charges be considered not proven and the accused member remain in the club. The Club shall then take a vote to decide whether or not the recommendation of the Executive Board shall be adopted. A two-thirds vote of the members present shall be required to veto the recommendation of the Executive Board.

Mandatory expulsion shall occur upon proper evidence of the following charges: Larceny of Club property or the property of another Club member; Assault on another Club member while on Club property; Threats of violence to another Club member while on Club property.

Section 9.9.0 DISBANDMENT

Definition: To dissolve or break up the membership of the New London Motorcycle Club to a state of non-existence. Sale or loss of Club real estate shall not constitute dissolving of the membership.

Disbanding the Club organization shall require advance notice to all current members in writing of the special meeting for that purpose.

9.9.1 The notice shall be postmarked at least 30 days prior to the special meeting. The Club shall be disbanded only by unanimous vote of all the members.

9.9.2 The Executive Board shall convert all Club properties and assets to cash; collect all money owed to the Club; make final payment on all Club debts; notify and forward any requested records to the AMA; donate all remaining cash and assets to the Waterford Country School as long as they remain a 501(c)3* organization.

9.9.3 In the event that the Waterford Country School is no longer a 501(c)3*Organization, all remaining cash and assets shall be donated to another 501(c)3* organization, as determined by a majority vote of the members present at the disbandment meeting. A quorum must be present

* A 501(c)3 organization is a tax exempt, charitable organization as recognized by the IRS.

Section 9.10.0 QUORUM

The Club will conduct business meetings with the active members present. The minimum requirement for a quorum is 6 members.

Section 9.11.0 AMENDMENTS

The bylaws may be amended providing the proposed amendment is submitted in writing at least one regular meeting prior to the regular meeting at which action is to be taken. A majority vote of the members present shall be required to adopt an amendment.

Section 9.12.0 BUSINESS MEETINGS

The President or designee shall hold a minimum of one business meeting per month, on the first Thursday of the month. Subsequent meetings will continue to be held each Thursday but may be modified business meetings at the discretion of the President.

There will be a summer and winter schedule for meetings. When the clocks are moved forward in the spring, meetings will go into summer schedule starting at 8:00 PM. When the clocks are rolled back in the fall, meetings will go into winter schedule beginning at 7:00 PM. This shall serve as standard practice.

Occasionally meeting time and frequency may be altered by the President with the concurrence of the Executive Board at any time.

Section 9.13.0 CLUBHOUSE PROPERTY PRIVILEGES

Only active members with current paid dues shall have the privilege of using Club property.

9.13.1 Any active member may make a request to the Executive Board for authorization to use Club property at any official Club meeting. Upon approval by the President and concurrence of the Executive Board, Club property may be used to include the building, land, tables, chairs and any items thereof.

9.13.2 Upon approval by the Executive Board, an active member may remove tables and chairs from the Clubhouse for private use, but must return same in good condition.

9.13.3 On a date by date request, an active member may request use of the building for private functions. The building use may be approved by the Executive Board if the following conditions are met:

- A. The applicant member submits a request in writing to the Executive Board in a timely manner.
- B. Only one date can be requested at a time to insure equal access to the entire Club.
- C. Any member using the building for private use, not sponsored by the Club, must compensate the Club for utility use and heating costs.
- D. Any member using the building for private purposes will be required to reimburse the Club for utility expenses. Expenses are determined by cost analysis based on the prior years' expenses. Expenses are determined as:
\$ 30.00 per use from April 1st to September 30th
\$ 50.00 per use from October 1st to March 31st

9.13.4 Only members in good standing shall possess the security code or key for entry into the Clubhouse.

9.14.0 DONATIONS

It is the policy of the New London Motorcycle Club to not deplete funds from the Club Treasury, for the benefit of any organization or individual. When a request for a contribution is made by a member for a charity, the New London Motorcycle Club may hold a fund raiser at any business meeting or special event sponsored by the Club for that purpose. The protocol used by the Good Will Committee shall be an exception.

9.14.1 GOOD WILL COMMITTEE PROTOCOL

- o If a member is hospitalized one or more nights a fruit basket shall be sent by the Good Will Chairperson to said member with a card.
- o If a member is sick or injured but never hospitalized the Good Will Chairperson shall send said member a card.
- o If a spouse or significant cohabitating other of a member or child of a member becomes deceased, the Club shall donate up to \$50.00 for flowers, or a charity designated by the surviving member.
- o Condolences in the form of a card shall be sent to any member who has lost a family member, sent by the Good Will Chairperson on behalf of the Club.

9.15.0 Organizational Chart

Elected Positions:

Executive Board

President
Secretary Treasurer
Vice President
2nd Vice President

Elected Positions:

Directors

Trail Boss
Honor Guard Captain
Road Captain

Appointed Positions:

Managers

Website Manager
News Manager

Appointed Positions:

Sergeant at Arms
Committee Chairpersons
House Committee
Grounds Committee
Activities Committee
Good Will Committee
Recruitment Committee
Banquet Committee

