

COMBAT VETERANS ASSOCIATION

ALASKA CHAPTER 43-1 BYLAWS



VERSION E

ARTICLE 1 - NAME AND EMBLEM

Section 1

The name of the association is: Combat Veterans Motorcycle Association.

- A. The address for the Combat Veterans Motorcycle Association , Chapter 43-1 is:

CVMA 43-1

VFW Post 9785

10527 VFW Road

Eagle River, Alaska 99577

Section 2

The emblem and logo used by the Combat Veterans Motorcycle Association (CVMA) is Trade Marked and is the sole property of the CVMA. The CVMA patch or logo cannot be reproduced without license from the National Board of Directors (NBOD). The emblem of the Combat Veterans Motorcycle Association is in the shape of a skull encompassed by the following colors. The incorporated colors are: RED, representing the blood that has been shed on the battlefield. MILITARY GOLD, representing all branches of the military service of the United States. BLACK, representing the heavy hearts possessed for those who gave their lives and for those that are considered missing in action or prisoners of war. The Skull and Ace of Spades represents the death that war leaves in its wake.

ARTICLE 2 - OBJECTIVES

Section 1

General: Combat Veterans Motorcycle Association Chapter 43-1 Protocol

To promote interest in various forms of motorcycle activity associated with Veterans.

Section 2

Benevolent fund (War Chest)

- A. Funds from the War Chest will only be distributed to members of 43-1 in good standing and has been voted on by the Chapter at a regularly scheduled meeting. A Cap of \$500 has been made for distribution to the member in need.

ARTICLE 3 - MEMBERSHIP

Section 1

- A. The term “Good Standing” shall be defined as any person who has fulfilled the requirements for membership in the CVMA, who is not currently under disciplinary action or probationary status, who has paid the required chapter dues and conformed to the requirements set forth in the bylaws.
- B. Annual Chapter dues of \$10 will be paid by 30 June of each year payable to the Chapter Treasurer. If a members dues are not paid, the member will not be in good standing with the chapter and will be annotated in members 201 file.

ARTICLE 4 - ELECTIONS

Section 1

Regularly Scheduled Annual Officer Elections

- A. Nominees for office must be active, in good standing and must have been a Full Member for a minimum of 1 year.
- B. Elected/Appointed Officers must remain in good standing for the duration of their term of office.
- C. Officers will hold a term of office for three (3) years.
- D. Officers may hold consecutive terms.
- E. The Chapter Executive Board (CEB) is as follows:
 - i. Commanding Officer (CO)
 - ii. Executive Officer (XO)
 - iii. Secretary
 - iv. Sergeant at Arms (SA)
 - v. Treasurer
 - vi. Public Relations Officer (PRO) if this position is filled with a FM, then it is considered an Officer position.
- F. Elections for officers will be held in the month of February based on the following combination of positions: Staggered on a three year rotation, so that CO/PRO, SA/Secretary, and XO/Treasurer elections are held once every three years.
- G. During elections for officers, the CO may only cast a vote in the event of a tie
- H. Should an elected officer leave the position for any reason, the CEB may appoint a replacement to serve until the next Chapter meeting. A Special election will be held at this meeting to elect a member to fulfill the term of the office vacated. Officers that resign their position will not be eligible for an elected office until the next Regularly Scheduled Annual Officer Election.
- I. For election purposes, members holding a current position are eligible to run for an open position while maintaining their current position. If successfully

elected to a different position, the current position will be up for election immediately.

- J. All voting, either by an individual member or delegate, requires the member casting the vote to be physically present at the time and location the vote is taken, with the following exception. Deployed military members may vote for chapter officers via email directly to the Secretary, if voting for Secretary then email the XO.
- K. No proxy, email, computer or electronic casting of votes is allowed, with the following exception. Deployed military members may vote for chapter officers via email directly to the Secretary, if voting for Secretary then email the XO.

ARTICLE 5 - DUTIES OF OFFICERS

Section 1

Chapter officers make up the Chapter Executive Board (CEB) and are responsible for execution of policies and bylaws.

- A. Chapter Commanding Officer (CO), (Officer Position)
 - i. The Commander is the Chief Executive Officer of the Chapter.
 - ii. All matters concerning relations between the association and any outside person or organization should be routed to the Commander for appropriate action.
 - iii. The Commander will preside over all meetings of the Chapter
 - iv. The Commander will act as presiding officer of all committees
 - v. The Commander will issue the call for regular and special Chapter Executive Board meetings
 - vi. The Commander will schedule regular elections, insure they are held in accordance with established by-laws
 - vii. The Commander will carry out the directives of the Chapter Executive Board.
 - viii. The Commander shall work with the Secretary to find venues to hold scheduled chapter meetings.
 - ix. The Commander shall maintain a communication channel with the State Representative, other Chapter Commanders and the NBOD
 - x. The Commander will be responsible for one (CO, XO) of the two signatures needed in signing checks written. CO will be placed on bank signature card.

- xi. The Chapter Commander's role and authority will be governed by the standing National by-laws.

B. Chapter Executive Officer (XO), (Officer Position)

- i. The Executive Officer shall coordinate all committees and supervise planning for all Chapter events.
- ii. The Executive Officer shall act as an intermediary between the Commander and the members.
- iii. The Executive Officer in the commander's absence assumes all duties of the commander and any additional duties assigned.
- iv. The Executive Officer will be responsible for one (CO/XO) of the two signatures needed in signing checks written. He will be placed on bank signature card.
- v. The Executive Officer will assist in preparing and participate in chapter patching ceremonies.
- vi. The Executive Officer will establish and maintain the Chapter Mentor Program.
- vii. The Executive Officer will maintain the Chapter XO manual and pass to XO elect.

C. Chapter Secretary (SEC), (Officer Position)

- i. The Secretary is responsible for recording, making and keeping all Chapter records, including the membership lists, the by-laws, Rules of Order, Standing Rules, records of all committee appointments, all written reports, copies of all correspondence between the Chapter and any outside person or organization.
- ii. The Secretary shall keep correct minutes of the proceedings of the Chapter Board of Directors and general membership meetings.
- iii. The Secretary, under the direction of the Commander, prepares all reports required of him and assumes all additional duties to office.
- iv. The Secretary will assist in scheduling venues to hold monthly chapter meetings.
- v. The Secretary will work with chapter treasurer on dues rosters
- vi. The Secretary will have meeting minutes written for commander approval within 3 days of the chapter meeting. Once approved, he will email to chapter members for review and approval at the next meeting.

- vii. The Secretary will prepare event rosters for inclusion into members 201 files.

D. Chapter Treasurer (Treas), (Officer Position)

- i. The Treasurer shall keep correct and complete books and record of Chapter accounts.
- ii. The Treasurer will maintain all funds of the Chapter and disburse funds to pay expenses as needed.
- iii. The Treasurer will be on a bank signature card and be one of the two needed signatures to write checks.
- iv. The Treasurer will collect Chapter dues and other forms of income due to the Chapter.
- v. The Treasurer will maintain the Chapter accounting books.
- vi. Make regular monthly reports of the Chapter financial status to CEB, the general membership, State Representative and National Board of Directors annually, and assumes all additional duties to office.
- vii. Treasury Audit: At the State Convention, the CEB (minus Treasurer) shall establish a committee comprised of not less than two or more than 5 general members to audit the financial records of the Chapter. The committee will conduct the audit within 30 days of the committee appointment and provide a report back to the membership NLT September 30 of each calendar year. The report will be filed in the permanent Chapter records with the Secretary and may be provided to other parties as required by the articles of incorporation or governing laws.

E. Chapter Sergeant at Arms (SA) (Officer Position)

- i. The Sergeant at Arms is responsible for ensuring that By-laws and Standing rules of order of the Chapter/Association are adhered to.
- ii. The Sergeant at Arms shall ensure that orders of the Officers are carried out in an expeditious manner.
- iii. The Sergeant at Arms is responsible for policing and keeping order at all Chapter events.
- iv. The Sergeant at Arms is responsible for the safety and security of the Chapter.
- v. The Sergeant at Arms will maintain order during Chapter meetings.

- vi. The Sergeant at Arms will conduct a short information brief on a protocol topic each scheduled chapter meeting.
- vii. The Sergeant at Arms is responsible for supervising the Chapter Road Captains.

F. Chapter Public Relations Officer (PRO), (Staff Position unless filled by a FM)

- i. The Public Relations Officer (PRO) will be in charge of all the Chapter publicity, in conjunction with and approved by the CEB.
- ii. The Public Relations Officer will speak about the chapter when needed; coordinate with appropriate printed news, TV and radio announcement personnel to showcase chapter events.
- iii. The Public Relations Officer is also The Webmaster
- iv. The Webmaster must have computer experience and is responsible for maintaining all Chapter web based communications to include: Chapter Webpage, Chapter Google group and Chapter Facebook accounts.
- v. When needed, the Chapter Public Relations Officer will inform commander of members that are not following guidance on web resources for action.
- vi. The Webmaster shall assist Chapter members in all matters concerning our web based communication and perform additional duties as assigned.
- vii. When required the Public Relations Officer will brief at chapter meetings.

G. Chapter Road Captain (CRC) (Staff Position)

- i. The Chapter Road Captain (CRC) and Road Captain(s) (RC) are appointed positions by the Commander.
- ii. The Senior Road Captain is responsible for all Chapter runs.
- iii. The Senior Road Captain shall oversee the research, plan, and organization of all runs.
- iv. During actual time on the road or at intermediate stops during a run, the SRC shall act as ranking officer, deferring only to the Commander, Executive Officer or Sergeant at Arms.
- v. Chapter members can apply to become a Road Captain and be appointed by the Commander.

- vi. Before general members become appointed RC's, they will need to have planned, coordinated and conducted two successful chapter rides with the SRC or SA

H. Chapter Quartermaster (QM), (Staff Position)

- i. The Quartermaster will be responsible for maintaining and selling chapter procured merchandise.
- ii. The Quartermaster will inform the Commander when supplies fall below 25% for reorder to be made
- iii. The Quartermaster will brief at chapter meetings when required.

ARTICLE 6 - MEETINGS

Section 1

Roberts Rule of Order will be applied during meetings to affect the parliamentary procedures, unless otherwise amended and provided for in the bylaws.

- A. The Chapter Commander will preside over chapter meetings. The XO will chair in the absence of the CO.
- B. The Commander can appoint a member of the Chapter to serve additional duty as parliamentarian.
- C. A quorum of members shall be those present at any given meeting.
- D. Chapter meeting minutes will be taken and distributed by the Chapter Secretary. Following the monthly meeting, the Secretary will provide the membership with a copy via the CVMA Email Server within 2 weeks.
- E. Two full members may request a special membership meeting to the CEB. If justified, the CO will issue the call for a Special Meeting to the Chapter.

ARTICLE 7 - RULES OF CONDUCT

Section 1

In Accordance With (IAW) the CVMA Bylaws Article 10 Section 8, the National Board of Directors (NBOD) establishes investigative committees to investigate and report on local discipline issues.

- A. Chapter Investigative Committees will be comprised of the Officer Members of the Chapter Executive Board. Exception is SA. SA will serve in advisory role without any influence on the review board.
- B. Misconduct is defined as failure to abide by the Bylaws of the CVMA. This includes any behavior or activity that brings dishonor or discredits the CVMA by words, action, deeds to include crimes in violation of State and Federal laws. If misconduct occurs, the following action will take place:
 - i. The Chapter Investigative Committee will convene and review the accusations

- ii. The Chapter Investigative Committee will then weigh the pertinent information and evidence. Compile a written report of the findings and submit to the State Representative.
- iii. The Chapter Commander with the consensus of the Chapter investigative committee may request an immediate 10-day suspension from the SR, if urgent need is determined.
- iv. State Representatives can dismiss unruly members with NBOD approval. The SR can suspend for up to 6 months with majority approval from that members CEB.
- v. If a suspension is issued, the following will apply:
 - a. The suspended member is prohibited from attending CVMA Functions/Meetings
 - b. The suspended member is prohibited from wearing the Back Patch
 - c. The suspended member is prohibited from voting
 - d. The suspended member is prohibited from holding an Officer Position
- vi. A suspended member will have 7 days to appeal the suspension. Such an appeal shall be in writing and directed to the appropriate Regional Rep via the State Rep.

ARTICLE 8 - CHAPTER 43-1 BYLAWS

Section 1

These bylaws will be adhered to by all members of the CVMA Chapter 43-1.

- A. These bylaws may be altered or repealed and new bylaws adopted at a regularly scheduled Chapter 43-1 meeting by a 2/3 vote of the members present.
- B. Amendments that are accepted and approved by the SR, RR and NBOD will take effect immediately after the approval.
- C. If any of these Chapter 43-1 bylaws are at any time in conflict with National CVMA bylaws, the National CVMA bylaws will take precedence over the chapter bylaws.

ARTICLE 9 - DISSOLUTION OF CHAPTER 43-1

Section 1

In the event that the dissolution of the Non-Profit Corporation Combat Veterans Motorcycle Association Alaska Chapter 43-1 becomes apparent, the following actions will occur.

- A. Assets will be distributed for one or more exempt purposes within the meaning of section 501 (c) of the Internal Revenue Code or the corresponding section of any Federal tax code.

- B. Any assets not so disposed shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is located.
- C. Disposal shall be made exclusively for exempt or public purposes, or be made to such organization/s as the court shall determine to be organized exclusively for such purposes.

**COMBAT VETERANS MOTORCYCLE ASSOCIATION
ALASKA CHAPTER 43-1 OFFICERS SIGNATURES**

Chapter Commander

Chapter Executive Officer

Chapter Secretary

Chapter Sergeant at Arms

CVMA Alaska State Representative