



# COMBAT VETS MOTORCYCLE ASSOCIATION

## CHAPTER 15-1

Fayetteville, North Carolina

### BYLAWS

Chapter Approved 17 November 2018

Version: C

## **ARTICLE 1: NAME/EMBLEM/PURPOSE**

### **Section 1.1**

The chapter name is: "CVMA 15-1". We are the 15th State to join the National Combat Veterans Motorcycle Association (CVMA) and the 1st chapter within the State of North Carolina to join the CVMA.

### **Section 1.2: Principal Office**

The principal office of the National Combat Veterans Motorcycle Association (CVMA) will be located at the following address: Barrister Services, Inc., ATTN: Combat Veterans Motorcycle Association, 11 East Kansas Street, Liberty, MO, 64068.

### **Section 1.2.1: CVMA 15-1 Principal Office**

The principal office of CVMA 15-1 will be located at the following address: 439 Westwood Shopping Center, Box 123, Fayetteville, NC 28314.

### **Section 1.3: Change of Address**

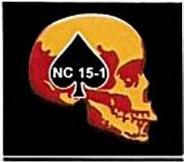
The designation of the county or state of CVMA 15-1 principal office may change by an amendment to these bylaws. The Chapter Executive Board (CEB) may change the principal office from one location to another within the named country by noting the change of address and effective date below. Such changes shall not be deemed minor and require an amendment of these bylaws. The CVMA 15-1 may also have offices in other places, within or without its state of incorporation, where it is qualified to do business, as its business and activities may require, and as the CEB may from time to time designate.

### **Section 1.4: Nonprofit Purposes and Organization**

CVMA 15-1 is organized as a Veterans Organization under IRS Code (IRC) 501(c)(19).

The exempt purposes of CVMA 15-1 are organized exclusively for:

- a. Promotion of the social welfare of the community as defined in Regulations 1.501(c)(4)-1(a)(2); Assisting disabled and needy war veterans and members of the U.S. Armed Forces and their dependents, and the widows and orphans of deceased veterans;
- b. Providing entertainment, care, and assistance to hospitalized veterans or members of the U.S. Armed Forces;
- c. Carrying on programs to perpetuate the memory of deceased veterans and members of the Armed Forces, and to comfort their survivors;
- d. Conducting programs for religious, charitable, scientific, literacy, or educational purposes (as set out in IRC 170(c)(4));



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- e. Sponsoring or participating in activities of a patriotic nature;
- f. Providing social and recreational activities for members.

#### Section 1.5: Emblem

The emblem / logo used by the Combat Veterans Motorcycle Association is the sole property of the CVMA. The logo of the CVMA is copyrighted and requires written approval from the NBOD prior to the logo being used in any manner of sales or marketing. Any item(s) given approval and features the full copyrighted logo may then only be sold to Full Members of the Association. Modifications to the logo will be submitted for review. 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. The 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 spade represents the death that war leaves in its wake.

#### Section 1.6: Conflict with Governmental Laws

The CEB has the authority to change the CVMA 15-1 bylaws if any part is found to be in conflict with Federal or North Carolina state tax laws.

### ARTICLE 2: OBJECTIVES

#### General: CVMA 15-1 Protocol

The Combat Veterans Motorcycle Association is formed for the betterment of communication and camaraderie between Veterans, Veterans Organizations, families of veterans, other Motorcycle Associations, and/or Motorcycle Groups.

#### Section 2.1

To support Veteran Organizations.

#### Section 2.2

To create and maintain camaraderie among Combat Veterans from all U.S. branches of service and its allies.

#### Section 2.3

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



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#### Section 2.4

To raise the awareness for the plight of POW's, MIAs and their families, posttraumatic stress disorder (PTSD), traumatic brain injury (TBI), and other combat related medical conditions.

#### Section 2.5

To conduct Association functions and activities in a manner befitting the members of the Combat Veterans Motorcycle Association, the United States Armed Forces as well as the association's Auxiliary & Support members.

#### Section 2.6

To promote a better understanding of Veterans organizations and motorcycle riding as a constructive activity among the public, the press and law enforcement agencies.

### **ARTICLE 3: MEMBERSHIP**

#### Section 3: Definition of Good Standing

The term "Good Standing" shall be defined as any person who has fulfilled the requirements for membership in the Combat Veterans Motorcycle Association, who is not currently under disciplinary review or probationary status for disciplinary reasons, who has paid the necessary dues and conformed to the requirements set forth in these and the National bylaws. In addition, any member that is under criminal investigation or pending criminal charges will not be considered in "Good Standing". Any member that has discredited the CVMA by words or deeds will not be considered in "Good Standing". The decision to label a future or current member NOT in "Good Standing" rests solely on the CEB by a majority vote.

#### Section 3.1: Membership in CVMA and CVMA 15-1

The only acceptable means of requesting membership in CVMA and CVMA 15-1 is by meeting all of the requirements in the National and Chapter Bylaws and policies.

#### Section 3.1.1; A Full Member (FM):

- a. Of good character (see Section 3).
- b. Who is a Veteran of a Foreign War, "Combat".
- c. The ONLY Acceptable proof for membership to the Combat Veterans Motorcycle Association is a copy of one's DD 214 or ERB which must be surrendered to the CEB for verification, along with a completed CVMA application packet. National annual dues of \$20 will be assessed effective March 1, 2010 for all Full Members (Combat Veterans) and \$10 for Support Members



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(non-combat veterans). Dues for CVMA members deployed in a war zone will be waived when provided deployment orders. National dues for all members are payable by June 30th of each year. Dues for all new members joining between January 1st and June 30th will be considered as paid in full for the balance of the current dues year and the following dues year. Dues for new members joining between July 1st and December 31st will be for the current dues year only.

- d. Must own and operate a Motorcycle of 500cc or above.
- e. Should a full member resign they will be given a 5-day grace period to rescind their resignation with no repercussions. After the 5-day grace period a member will have to re-apply for membership as a new member and will require NBOD approval.
- f. Active members in "Good Standing" with the CVMA who become infirm, disabled or otherwise unable to ride their motorcycles will be able to keep their patch and be retired as members in "Good Standing" with the CVMA. Members must submit medical documentation and a minimum of one year as a member and/or NBOD approval is required. Life members, if for health reasons can no longer ride, can at their discretion, remain members in "Good Standing" with full voting privileges and can keep their patch.
- g. Life membership requirements: 3 years active in the CVMA. Member must be in "Good Standing" for all three years and minimum participation of one sanctioned CVMA event per year is required. One of which must be a National meeting. Cost for life membership is \$200 effective March 1, 2010. If a life member quits for any reason or the member is removed from the CVMA rolls for any reason, no refunds will be made.

#### Section 3.1.2: An Auxiliary Member (AUX):

- a. Must be of good character (see Section 3).
- b. All Auxiliary members must be a spouse, widow or widower of a member who is in "Good Standing" with the CVMA
- c. Must support the efforts of ALL branches of the United States of America Armed Forces and the Combat Veterans Motorcycle Association.
- d. Will have no vote in CVMA business.
- e. Cannot hold a position on the CEB.
- fi. \$10.00 annual dues will be assessed by the CVMA Auxiliary Unit
- g. Must submit a complete AUX packet with supporting documents in full.
- h. Auxiliary Life Membership requires three years active in the CVMA. Auxiliary member must be in good standing for all three years and minimum participation of one sanctioned CVMA event per year is required, one of which must be a National Auxiliary meeting. The Full member sponsor must already be a Life





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Member (or concurrently seeking Life Member status). Cost for Auxiliary Life Membership is \$100. If an Auxiliary Life Member quits or is removed for any reason, is no longer qualified as an Auxiliary member (e.g. divorce), or the sponsor member quits or is removed from the CVMA rolls for any reason, no refund will be made.

#### Section 3.1.3: A Support Member (SUP):

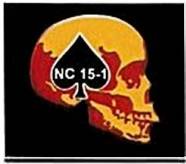
- a. Must be of good character (see Section 3).
- b. Must own and operate a motorcycle of 500cc or greater.
- c. Maximum number of support members will not exceed 10% of total CVMA full Combat membership.
- d. Support members must be a veteran of the United States Armed Forces.
- e. Support members will read and abide by all CVMA by-laws applicable to them.
- f. Support members are required to submit their complete application with proof of military service through a full member of the CVMA who has held a membership for not less than one year. Support members are required to have either ridden a minimum of 3,000 miles with their sponsor, attended three CVMA events or be known by their sponsor for a minimum of 6 months. A full member submitting an application for a support member should verify they meet the above criteria. Only 1 support member can be vouched on per year by an individual CVMA member. Support members will be at a 1 to 10 ratio, 1 support member to 10 full members based on state.
- g. Will have no vote in CVMA business but may vote in Chapter 15-1 business and Chapter Elections.
- h. Cannot hold a position on the CEB.
- i. \$10.00 annual National dues will be assessed and a CVMA Support ID will be issued.
- j. Support members in "Good Standing" can wear a small CVMA Support Patch on the front of their vest or jacket which will be supplied by their sponsor. Support members can also wear the 10 inch support back patch which will be supplied by their sponsor.

#### Section 3.2: Verification

By applying for membership to the Combat Veterans Motorcycle Association, you are giving the Combat Veterans Motorcycle Association and its CEB the right to verify any membership application and DD 214 records.

#### Section 3.3: Attendance

Each member should attend a minimum of at least one (1) event hosted by the Combat



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Veterans Motorcycle Association per year. Exceptions to this policy would include members that are deployed or infirmed. Deployed would be inclusive of members deployed OCONUS as government employees or contractors, not limited to military unit deployment. Retired and Life Members (though encouraged) would not be mandated to attend. Chapter Officers are responsible for “looking after” their members and should make extraordinary efforts to ensure the health and welfare of their Chapter members (to include Auxiliary and Support Members). Prior to reporting a member not in good standing, CEB members will document (via 201 file) all efforts made to contact the member. Members not in compliance will have their status (via 201 file) annotated as “Not in Good Standing due to attendance”. The requirement may be met by attending any one (1) of the following within a calendar year:

- a. National, Regional, or State meeting of the Combat Veterans Motorcycle Association.
- b. Any State sanctioned event (regardless of member’s state).
- c. Any Chapter event (to include but not limited to, Chapter meeting, fundraiser, ride or other event which includes members of the CEB).

#### Section 3.4: Conduct

All members **MUST** conduct themselves in a manner that is not an embarrassment to themselves, the Combat Veterans Motorcycle Association or the United States of America.

#### Section 3.5: Legal Endorsement

All FM and SUP Members must possess a valid motorcycle driver’s license and valid State endorsement (if required by law) as well as proof of insurance for their motorcycle. AUX members are required to meet this same requirement if they own and operate their own motorcycle.

#### Section 3.6: Membership Revocation

In the event of misconduct by any member, under the bylaws of the Combat Veterans Motorcycle Association, the National Board of Directors possesses the right to revoke that member's membership. Misconduct is defined as failure to abide by the bylaws of the Combat Veterans Motorcycle Association and any organization that the Combat Veterans Motorcycle Association supports. Members will not bring dishonor upon the Combat Veterans Motorcycle Association in action, word(s), or deeds. Always remember **WE ARE NOT, NOR DO WE CLAIM TO BE, A MOTORCYCLE CLUB! WE DO NOT HAVE COLORS!** We do not prospect. We do have membership fees.



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## **ARTICLE 4: MEMBERSHIP DUES**

### **Section 4.1: Dues**

Membership dues shall be at such rate, schedule or formula as may from time to time be prescribed by the governing body of the association and approved by the general membership.

### **Section 4.2: Membership Deadlines**

The governing body of the association shall determine deadlines for payment of renewal membership dues.

### **Section 4.3: Patch Cost**

New members purchasing patches of the Combat Veterans Motorcycle Association will be done so at cost plus shipping and handling.

### **Section 4.4: Charter Members**

Charter members will not be required to pay annual dues and may wear the 45 patch designating that they are an original starter member, or support member, of the Combat Veterans Motorcycle Association.

### **Section 4.5: Chapter Dues**

\$10.00 annual chapter dues will be assessed by the Chapter. The chapter's dues will be retained and used at chapter discretion. Dues are to be paid no later than 30 June of each year. Chapter dues may be paid directly to the Chapter Treasurer or any Chapter Officer.

## **ARTICLE 5: ELECTIONS**

### **Section 5.1: Minimum Qualifications**

All nominees for any office must be active and in good standing in the association with a minimum of one (1) full year of CVMA membership, or a minimum of six months of CVMA membership if a member of one year or more does not elect to run for office. All nominees for any office must have a minimum of six consecutive months as a CVMA 15-1 Chapter member leading up to the election. Should a member wishing to run not meet the six-month minimum Chapter membership requirement, the CEB may waive the requirement by a unanimous CEB vote. Retired members cannot hold a CVMA officer position.

### **Section 5.2: Good Standing**

All elected officers and/or appointed staff positions must remain active members in



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“Good Standing” for the duration of the term in office.

#### Section 5.3: General

- a. Officers are to be nominated at an NC 15-1 Chapter meeting at least 60 (+ or – based on meeting schedule) days prior to the elections meeting.
- b. CVMA NC 15-1 will hold its elections every July during a regularly scheduled meeting.
- c. Elected members will assume positions immediately after the elections are complete and hold that office for 24 months or until their successors are duly qualified and elected. Consecutive terms are permitted.
- d. Chapter Officer Nominations may be made electronically via e-mail but the nominee must accept the nomination in person or via e-mail at least 14 days prior to the elections being held.
- e. Elections will be conducted by a paper ballot system. Each Full Member and Support Member present will hand-write the name (given name or road name) of the candidate for whom they wish to cast their vote. Paper ballots will be collected and counted once all votes have been cast. The Commander will vote only in the event of a tie.
- f. Full and Support Members of Chapter 15-1 may submit electronic votes via e-mail directly to the Secretary if they are deployed on Military assignment.
- g. Upon election confirmation, all passwords and Chapter 15-1 e-mail account information will immediately be turned over to the newly elected officer and passwords changed.

#### Section 5.4: Terms and Re-elections

CVMA 15-1 Officers will be considered for re-election on alternating years in the following order: Commander and Secretary (Odd numbered years); Executive Officer; Treasurer; and Sergeant at Arms (even numbered years). This is to ensure continuity and provide new Officers with a smooth transition.

#### Section 5.5: Resignation or Removal

Should any NC CVMA Chapter 15-1 Officer (other than the Commander) resign or be removed for any reason the Chapter Commander has the authority to replace the officer at his/her discretion. However, the new officer will be put up for approval by the Chapter 15-1 CEB and a majority vote will decide. The replacement will serve until an election can be held during an NC 15-1 meeting. The election process will take place within 90 days of resignation or removal. The newly elected Officer will assume the position immediately following the CEB confirmation. Following the Chapter confirmation vote, the appointed Officer will hold the office until the next regularly scheduled election listed





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in Article 5 Section 3. The Commander will vote only in the event of a tie. No elected Officer position will remain vacant for more than 90 days.

#### Section 5.6: Elected Offices / Chapter Executive Board

The following offices are elected by majority vote of the members present at a chapter meeting and votes cast by electronic means by any member that meets the criteria set in Article 5, Section 5.3 General: f., and consist of the Chapter Executive Board (CEB): Commander; Executive Officer; Secretary; Treasurer and Sergeant at Arms.

#### Section 5.7 Commander Resignation or Removal

Should the Chapter 15-1 Commander resign or be removed, the position will be assumed by the Chapter's Executive Officer (XO) and the XO's position will be reassigned as per Section 5.5.

#### Section 5.8 Officer Removal from Office

Should the need arise to remove an Officer from office, other than by the State or NBOD, the CEB must present the issues to the Chapter at a regular or special meeting and a  $\frac{3}{4}$  majority of the members present must vote for removal. Replacement will adhere to Section 5.5 and/or Section 5.7.

### **ARTICLE 6: DUTIES OF OFFICERS**

#### Section 6.1: Chapter Executive Board

The Chapter Executive Board (CEB) is the Elected Officers of CVMA 15-1, responsible for the execution, through the officers, authorized Bylaws and policies, by majority votes when required, fills vacancies in any office of the CEB, fills vacancies of appointed positions and submits to the association meetings and recommendations affecting the policies of the association which have been previously approved. The members of the CEB and appointed positions are expected to always act in a professional manner and remain above reproach or suspicion of wrong doing at all times.

#### Section 6.2: Commander (CDR)

The Commander (CDR) will preside over all meetings of the association; serve as Chairman of the Chapter Executive Board, act as the executive officer for all committees, issue the call for regular and special CEB meetings, schedule regular elections, ensure they are held IAW this set of Bylaws, and carry out the directives of the National Board of Directors (NBOD). Treasurer and Secretary positions are both accountable to the Commander. The Commander is allowed to temporarily fill vacant positions as required in accordance to Section 5.5 of the Bylaws. The Chapter Commander has the overall



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responsibility to maintain order during meetings. The Commander will assign committees when necessary to lead events, rides or support for veteran's organizations. The Commander enforces Roberts Rules of Order. The Commander may appoint additional duties as required to Chapter Officers and may designate Officer Positions if said position is vacant as per Section 5.5. Finally, the Commander will ensure that all officers are executing duties properly for the betterment of CVMA 15-1.

#### Section 6.3: Executive Officer (XO)

In addition to the CDR, the XO is responsible to ensure that all duties are carried out by all officers. The XO is NOT an authoritarian, the XO assists the CDR and all officers when and where needed, always placing the mission of the CVMA first. The XO will assist the SGT at Arms in enforcing chapter bylaws and protocol. The XO will perform all duties of the Commander in his/ her absence. The XO is the secondary point of contact for matters related to new members and membership to the CVMA. The XO will perform the duties of the PRO should that position be vacant.

#### Section 6.4: Secretary (SEC)

The Secretary shall keep minutes of any CEB and general membership meetings. The Secretary will provide a copy of all meeting minutes to the CDR within 5 days for signature. The Secretary shall make available copies of minutes to CEB members and chapter members within 14 days of the meeting. The Secretary will assume all duties assigned by the CEB. The secretary shall maintain copies of all administrative records for the chapter. The Secretary will enforce protocol and bylaws and assist the CEB in all administrative duties. The Secretary will be the primary contact for membership, membership paperwork and processing. The Secretary will process the membership applications as per Chapter policy. The Secretary WILL maintain all administrative records for the life of the Chapter. There is no time limit to discard any CVMA information without the approval of the membership. All Chapter administrative data is open for review by any member within the chapter at any time. The Secretary will assume the duties of XO in his/her absence.

#### Section 6.5: Treasurer (TRES)

The Treasurer will collect dues and other forms of income due to the association, maintain the accounting books, make payments from the associations funds when so ordered by the CEB, sign all associations' checks (along with another officers signature) and make regular reports of the associations financial status to the Chapter Executive Board, State Representative, the NBOD and the general membership. The Treasurer will oversee the Quartermaster position and work with the Quartermaster to ensure 100% accountability of all funds and CVMA 15-1 property. **The Treasurer is open for audit**



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**by the CEB or any full member at any time.** Any audit ordered by the CEB or from any Full Member will be scheduled 7 days from the announcement. The Treasurer will conduct regular audits in the presence of the CEB when appropriate or another independent full member. The Treasurer will maintain all TAX data, information and required paperwork. The Treasurer will ensure the proper and timely filing of the Chapters tax exemption paperwork. The Treasurer will monitor all bank accounts for misuse or irregularities. The Treasurer will strive to maintain the Chapter's financial obligations in a "NO error" status at all times. The Treasurer will brief the financial report at every meeting to the membership. The Treasurer will assume the duties of the Secretary in his/her absence.

#### Section 6.6: Sergeant at Arms (SAA)

The Sergeant at Arms will maintain order during all chapter meetings and check members ID cards before each meeting starts. The SAA is responsible for enforcing the bylaws, protocol and policies of the CVMA 15-1 CEB. The SAA is the enforcement officer of the discipline standard outlined in this set of Bylaws. In coordination with the CDR and XO, the SAA is the primary link to the Fayetteville area Motorcycle Clubs (MC) for any instance in which a CVMA 15-1 member has infringed the protocol, had disagreement, an altercation, or problem. The SAA will request an immediate "sit-down" at the earliest possible time following any instance with any and all MC's involved when violations have occurred. The SAA makes appropriate disciplinary recommendations to the CEB for decision and carries out that decision. The SAA is to be treated with the utmost respect and confidence as he/she is the officer that enforces on the spot corrections of protocol, policies, national and chapter bylaws, and local law by any chapter member. The SAA has the responsibility to appoint a Safety Officer and to screen future road captains and tail gunners to ensure they are qualified for that assignment. The SAA will assume the duties of any Officer position as required due to an absence as directed by the Commander.

#### Section 6.7: Appointed positions

a. Public Relations Officer (PRO);

The PRO is an appointed position (FM, AUX, or SUP) within the Chapter and the PRO will be issued an identification patch. The PRO will maintain activity (future/current/historical) files and have it ready to present at each meeting and all association functions. He or she will be in charge of all CVMA 15-1 publicity, in conjunction with and approved by the CDR. Duties will include: historian, public relations, pictures, newspaper articles, TV and radio announcements and the association's web site. The PRO is the webmaster in the event an actual





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webmaster is unavailable. Should the CEB deems it necessary to assign a Webmaster, this position will be staff. The Web Master will report to the PRO on all issues relating to the upkeep of the web site and social media.

b. Quarter Master (QM):

The QM (FM, AUX, or SUP) is essential to the smooth operation and management of the chapter's items for sale and accountability of chapter stock and equipment. The QM is an assigned staff position and will be issued an identification patch. The QM will maintain accountability of all merchandise purchased by the chapter. The QM will maintain an accountability system that is open for audit at ALL times by any CVMA 15-1 member. The QM will work closely with the treasurer to ensure proper checks and balances. The QM will report directly to the Treasurer. All records maintained by the QM are open for audit at any time. A 7 day notification period will be afforded to the QM to prepare for any requested audit.

c. Safety Officer (SO)

The SO (FM, AUX, or SUP) will be appointed by the SAA with the approval of the CEB. The SO position will be issued an identification patch. The SO is a senior road captain, with at least 18 consecutive months of performing as a road captain within the chapter. The SO has inherent responsibility to provide input to the SAA for future road captain and tail gunners to ensure they are qualified for that assignment. The SO is responsible for managing the Chapter safety program as well as assist the SAA with the Road Captain program and will be accountable to the SAA. These programs will be reviewed at least once a year by the SAA and any revisions forwarded to the CDR/XO for approval. The SO will assume the duties of SAA in his/her absence.

d. Road Captain(s) and Tail Gunner(s) (RC/TG):

The RCs (FM, AUX, or SUP) will be assigned by the SAA with the approval of the CEB. The RC/TG position is an assigned position and will be issued an identification patch. An RC/TG is responsible for all chapter movement; refer to the NCCVMA CH 15-1 Road Captain Manual for further information and guidance. The RC/TG teaches and enforces the ride S.O.Ps and reports any and all violations directly to the SO, who will review it with the SAA, and provide a written report to the CDR/XO within 15 days. The Lead RC for any Chapter ride is responsible for the riders participating and will maintain a roster of participants for emergency purposes. If possible the RCs should conduct a local ride for the Chapter after a chapter meeting. The responsibility will alternate from RC to RC





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to organize and coordinate chapter rides. Rides will be reported and reviewed by the SO or SAA and forwarded to the CDR/XO for final approval.

e. Webmaster (WM):

The CEB may assign or appoint a Webmaster (FM, AUX or SUP). The Webmaster position is a staff position but will not be issued an identification patch. The Webmaster reports to the PRO. The Webmaster maintains all automation, social media and the chapter web site(s). The only authorized individuals that will be permitted management of Chapter sites are the CDR, XO, SEC, TRES, SAA, PRO and Webmaster.

f. Chaplain:

The Chaplain is responsible for the spiritual welfare of the Chapter and its members. The Chaplain offers blessings and prayers before all rides, events, and meetings. The Chaplain is available to all members for spiritual counseling and advice. The Chaplain is the spiritual advisor to the CEB. The Chaplain does not promote one particular religion over another but rather serves as a spiritual guide.

## **ARTICLE 7: PRAISE/AWARDS**

### **Section 7.1: Recognition**

Members should be recognized any time they go above and beyond what is necessary to accomplish the CVMA mission. The CEB has the sole responsibility to praise or reward individuals for outstanding service to the CVMA. This can be with, but not limited to, a special award/plaque/gift certificate/special chapter patch or just a simple acknowledgment in front of the membership. It is very important to recognize those members or organizations that truly exemplify the mission of CVMA. The award program will follow the following guidance:

- a. The person requesting recognition presents that information to the CEB.
- b. The CEB makes the ultimate decision on what if anything is awarded.
- c. The awarded individual may be recognized at a meeting or at any time by any of the CEB members present.
- d. Any organization that supports CVMA 15-1 will be awarded a CVMA 15-1 certificate of appreciation at the earliest possible date.

## **ARTICLE 8: DISCIPLINE**

### **Section 8.1: General**



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There may be times when disciplinary action may be necessary. The CEB has the sole responsibility to address any action that is deemed NOT in "Good Standing".

Disciplinary actions may be necessary when an incident occurs that violates the National Bylaws, Chapter Bylaws, CVMA Protocol, discredits the CVMA, the Chapter, the United States of America or themselves. The CEB will form a Chapter Investigative Committee comprised of the CEB and call all individuals involved for an immediate "Sit Down".

This is to gather facts at the earliest possible time. In addition, it gives every member involved an opportunity to tell their point of view. With CEB approval, individuals called for a "Sit Down" may invite additional members as silent representatives. Once this information is gathered the CEB will have 7 days to make a decision about what, if any, further action is to be taken. This action is voted on by the CEB with the majority rule.

The SAA will make recommendations to the CEB and carry out the decision of the CEB. The following actions are possible, but not limited to, progressions of discipline.

- a. No action taken.
- b. Verbal warning from the CEB.
- c. Written letter of concern from the CEB.
- d. Suspension; The Chapter Commander with the consensus of the CEB may request an immediate 10-day suspension of a member, from the State Representative, if an urgent need is determined. The SAA will secure the suspended members CVMA Back Patch during the suspension. The Suspension will be noted on members 201 and may be appealed to higher CVMA leadership.
- e. Elevated levels of discipline will be in accordance with the most current CVMA Policy on Discipline.
- f. The CEB reserves the right to go directly, at any point, based on the nature of the infraction or severity of the infraction to the CVMA Chain of Command with recommendations for member discipline or ultimate removal from the CVMA.

#### **Section 8.1: Incident Reporting**

The CEB has the responsibility to report all instances of disciplinary action to the State Representative and/or the NBOD. If the CEB deems it not necessary, a unanimous decision must be made. Any suspensions or removal must be reported to the State Representative via a written report of the committee's findings and present it to the State Representative. Any incidents of disciplinary action will be annotated in the member's 201 file. A member's 201 file will only be updated by the CDR, XO or SEC at the Chapter level.

#### **ARTICLE 9: MEETINGS**

##### **Section 9.1: Quorum**



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A quorum for conducting business shall be those present at any given meeting and a majority vote will be considered a simple majority except as noted in Section 5.8 and Article 11.

#### Section 9.2: Special Meetings/Sit Downs

Special membership meetings and special Executive Board meetings can be called by the CDR or two active Full Members. The term "SIT DOWN" is a traditional short notice meeting in order to gather facts about any situation that has happened including, but not limited to, protocol infraction, bylaw infraction, an accident or any situation that a member is involved in, good or bad. The CEB will call these meeting(s) as expeditiously as possible following any incident that warrants it. The purpose is to gather information that is current and not tainted and to give every member involved an opportunity to speak and present their case or information. In the event of a "Special Meeting/Sit Down", the individual(s) have the right to have other members attend to bear witness of all actions or activities.

#### Section 9.3: Parliamentary Procedures

Roberts Rule of Order will be applied during meetings to affect parliamentary procedures, unless otherwise amended and provided for in the bylaws. Roberts Rules of Order will be used for any instance that these Bylaws have not covered for a procedure. The Sergeant At Arms shall serve as the primary parliamentarian.

#### Section 9.4: CEB Decisions/Votes

At any time, the CEB may be required to make a quick decision for the membership. In instances that involve disciplinary action, the CEB will make a decision based on a majority vote. The CDR will vote only in the event of a tie. If there is a general decision that effects the membership about changes to policy, procedures, bylaws, protocol or administration, the CEB will present this to the membership for review and vote. In matters, which involve the expenditure of Chapter funds, the Treasurer does not have a vote. The CEB will make a decision based on a 3/4<sup>th</sup> vote, with the CDR providing the fourth (4<sup>th</sup>) vote. In the event of a tie, the issue will be voted on by the Chapter at the first full Chapter meeting.

#### Section 9.5: CEB Discretionary Expenditure

Should the CEB require an expenditure of funds not to exceed \$250.00 (in a 30-day period) only the CEB will be required to vote on the expenditure. This is not to be abused or relied upon for the function or management of the Chapter; this is a means to facilitate unexpected or small items/events that can't wait for a full Chapter meeting and vote.



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#### **ARTICLE 10: DELEGATIONS**

##### Section 10.1: Delegations

Delegations will be appointed by the Commander, subject to the approval of the CEB, to represent CVMA15-1 at any convention, meeting, rally, or other assemblies deemed necessary. Delegations are authorized to exercise only those powers specifically vested in them by the CEB.

#### **ARTICLE 11: AMENDMENTS**

##### Section 11.1: Amendments

The membership may present amendments to the bylaws when ratified by three fourths (3/4<sup>th</sup>) of the membership present at a chapter meeting. Approved amendments take effect upon approval by the NBOD.

#### **ARTICLE 12: WEB SITES & SOCIAL MEDIA**

##### Section 12.1: Websites and Social Media

Social media and web sites are for the CVMA15-1 to communicate and disseminate information concerning CVMA business. It is NOT meant for personal attacks or to vent grievances and disagreements. Only those directly part of CVMA 15-1 membership will be permitted to view CVMA 15-1 private social media sites or have access to association business. Any CVMA 15-1 events must be approved by the CEB prior to creation or dissemination. Harassment, assault, abuse, and/or libel will not be tolerated. If behavior not in good standing is displayed online, those members may be temporarily suspended from CVMA 15-1 social media sites as a cooling down period and all facts will be reviewed by the CEB. The CEB and approved staff positions be the only members with administrative, moderation, and edit rights to approved CVMA 15-1 social media sites. Access to any closed CVMA 15-1 page will be for members only; no dual accounts will be authorized.

##### Endorsements

Chapter Commander: [Signature] Date: 16 May 2019

Chapter Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

Chapter Vote: 32 for/ 0 opposed/ 0 abstained; Approval Date: 17 Nov 2018

K F Douglas Approved 17 May 2019  
Kirk F Douglas  
National Secretary  
Combat Veterans Motorcycle Association