

Central Missouri Sedalia Chapter, H.O.G.
By-laws As Written in the year 2010

I. Sponsoring Dealership:

A. Yeager Cycle Sales, Inc., 3001 South Limit, Sedalia, Mo 65301

1. Dealer/Sponsor
 - a. Larry Yeager

II. Chapter Functions:

A. Meetings:

1. Chapter Meetings are held the third Thursday of each month at 7:30 pm at the sponsoring dealership, **Yeager Cycle Sales, Inc.,**
2. Officer Meetings are scheduled as deemed necessary by either the dealer or the director.
 - a. Prior to the first regular meeting in January, the director shall call a meeting of the officers for the "Annual Business Meeting".
 - i. To look critically at the organization
 - ii. To see where the organization is today and determine the expectations for the future.
 - iii. This meeting is a closed event to be attended only by chapter officers and the sponsoring dealer.
 - aa. This allows officers to speak freely, to express ideas and conduct business without interruption

B Collect dues:

1. Dues are \$12.00 per year for both full and associate members.
 - a. Dues are due the 31st of January each year.
 - i. Dues are not pro-rated for later membership.
2. To become a chapter member, a person must be in good standing with the National Harley Owner's Group organization.

C. Activities:

1. The Chapter will hold a minimum of two closed events per year. (A closed Event is open to chapter members and one guest per member).
2. Any number of Open Events can be held. (Open to chapter members, National H.O.G. members and other guests as desired).
3. Member events. (Open only to H.O.G. members)

D. Elect Officers:

1. The sponsoring dealer may assume any, or all, officer position(s) including their respective responsibilities and may remove any officer from office at the dealer's discretion.
2. The sponsoring dealer may determine how chapter officers are selected and the length of their term in office.
3. Unless determined otherwise by the sponsoring dealer, chapter officers

Will be elected by the members of the chapter.

- A. There will be four primary officer positions as follows with a short description of their responsibilities:
- i. Director who shall uphold the H.O.G. Charter and Chapter By-Laws, conduct chapter meetings and coordinate chapter officer responsibilities.
 - ii. Assistant Director who shall assist the Director, promote membership, orient new members, promote membership retention, keep the membership informed of H.O.G. programs and initiates a yearly contest promoting **Riding and having Fun.**
 - iii. Secretary who shall be responsible for the administrative needs of the chapter, keep the minutes of the meetings, insure all members are current National H.O.G. members, have on file a signed copy of the Annual Chapter Membership Enrollment Form and Release of each chapter member, submit to National H.O.G. the Chapter Charter Application and other reports as required by H.O.G., ensure all insurance requirements are met, prepare injury reports, submit injury reports in a timely manner to the appropriate insurance company and maintain a file of these reports.
 - iv. Treasurer who shall be responsible for the collection and disbursement of chapter funds, report financial transactions, to the members on a monthly basis and comply with all revenue and recording requirements.
 - a.a. A quorum of these officers, along with the dealer/ sponsor may at times be required to vote to expedite chapter business with a follow on report to the membership at the next regularly scheduled monthly meeting.
- B. The following officers are *discretionary* as required by the dealer/ sponsor with a short description of their responsibilities:
- i. Activities Officer who shall be responsible for the administration of all chapter events, present a calendar of proposed events at the “Annual Business Meeting” for consideration and approval, ensure all activities are staffed sufficiently, advertised sufficiently and equipped sufficiently.
 - ii. Head Road Captain (with additional road captains) who will establish dates for brunch/dinner rides, assign dinner ride and poker run routes equally among the road captains, create and distribute flyers, etc. to announce upcoming dinner rides or other rides for the chapter; assist with poker run sign-in, determining winning hands, ensure release forms are signed and collected. (when planning rides, consideration should be given to stopping at establishments that serve food as their primary

- offering and alcoholic beverages as the secondary).
- iii. Safety Officer who shall provide Motorcycle Safety Foundation information to members, assist road captains in planning routes, educate members concerning group riding techniques, inform members of any hand signals used by the chapter, assist in collection of signed release forms.
 - iv. Membership Officer who shall ensure all members are current National H.O.G. members, assists the Secretary with ensuring release forms are signed and filed, assists with chapter membership report and provide quarterly updates to H.O.G .
 - v. Editor who shall assemble and organize written , oral (broadcast) and electronic material for chapter publications such as news letters, and press releases.
 - aa. Public Relations assistant to the Editor to assist the Editor with collecting, composing and disseminating newsworthy material to the appropriate agencies.
 - ab. All chapter publications, written, broadcast, or electronic must be approved by the dealer/sponsor prior to dissemination.
 - vi. Photographer who shall obtain and organize chapter photographs in chapter publication and history albums and forward selected photos for use on the chapter website by the Webmaster.
 - vii. Historian who shall prepare and maintain a written account of membership levels of the chapter.
 - viii. Webmaster who shall be responsible for assembling and organizing material for the chapter website. (All material must be approved by the dealer/sponsor prior to publication on the website).
 - ix. Ladies of Harley (LOH) Officer who shall encourage women members to take an active part in all chapter activities; answer questions concerning LOH; inform members of LOH benefits and activities, coordinate LOH chapter activities. (LOH is another benefit of membership, not a specific organization within H.O.G. or local chapters).
 - x. All officers should as soon as possible refer to a chapter handbook for a complete description of their responsibilities as defined in the current year handbook.
- C. Nominations for chapter officers will be taken in the month of October until midnight of the 7th day following a regular meeting.

- i. Any member in good standing may nominate another member Of the chapter in good standing for office.
- ii. Any member in good standing may volunteer their own nomination for office.
- d. A committee of volunteers from the chapter will be formed to query nominees of their intent to serve in a chapter position.
- e. Elections will be held during the November meeting.
- f. The new board of officers will be introduced and installed at the December meeting.
- g. Chapter officers will assume their responsibilities on 1 January.
- h. Officer responsibilities will include but not limited to those prescribed in the Chapter Handbook, tab C; Job Description as it pertains to specific officer positions. (Pay special attention to those listed under "See Also" and associated deadlines).

III. Awards:

- A. All chapter members are potential volunteers for the activities the chapter may hold throughout the year. All volunteers should be appropriately recognized for their efforts making the chapter a fun, exciting and fulfilling organization that all are proud to be a member.

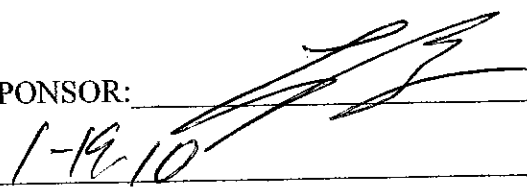
IV. Review of By-Laws:

- A. The by-laws shall be reviewed annually by the Director and the Dealer/Sponsor.
- B. Changes will be made to the by-laws as directed by the Dealer/Sponsor.

APPROVED BY

THE DEALER SPONSOR: _____

DATE: _____

A handwritten signature in black ink is written over a horizontal line. Below the signature, the date "1-19-10" is handwritten in black ink.