

# **The By-Laws of the BMW Motorcycle Owners of Vermont**

## **Article 1: Name**

The name of the organization will be the BMW Motorcycle Owners of Vermont (BMW MOV).

## **Article 2: Objectives**

The BMW Motorcycle Owners of Vermont has been founded with the intention of perpetual existence.

The BMW Motorcycle Owners of Vermont will pursue the following objectives with the understanding of the logical, minor accomplishments inherent of this endeavor:

- To promote good will, friendship and camaraderie of all BMW motorcycle owners as well as other motorcyclists and enthusiasts.
- To attract additional members to the BMW Motorcycle Owners of Vermont.
- To promote a positive image of motorcyclists, in and out of state, especially on BMW motorcycles.
- To promote safe responsible motorcycle operation and courteous road manners, especially in group riding.
- To encourage motorcycle touring through sponsoring and organizing formal and informal rides and rallies for the benefit of Club members and their guests.
- To have a contingent of members attend the BMW MOA and the BMW RA National Rallies annually, no matter how many or how few, to officially represent the BMW Motorcycle Owners of Vermont.

## **Article 3: Membership**

Anyone with an interest in BMW Motorcycles is eligible for membership. However it is not a requirement that a member own a BMW motorcycle.

## **Article 4: Dues**

Dues will be \$20.00 for each individual membership and \$25.00 for a household membership. There will be two adult votes given for each family membership.

Dues are due by the first meeting in January. Delinquent members may be held over for a short period of time, not to exceed the March newsletter, at the discretion of the Executive Board.

## **Article 5: Officers and Committees**

The BMW Motorcycle Owners of Vermont will be governed by an Executive Board consisting of a President, Vice President, Secretary, Treasurer and five (5) others from the general membership. The term of office shall be one year.

To spread the workload of the Club over as many persons as possible, each office holder is limited to three consecutive terms in any one office. The member may run for any other office in the Club and may re-run for the previous office after a one-year break. All terms expire at the annual election in January or as close as possible.

In the event that no one runs, or no votes are received for a particular office, the Board at its discretion may ask the officer currently in that position to serve an additional year if he/she is willing or may temporarily combine the duties of that office with another office until someone agrees to serve in that office and is appointed by the Board.

### **Election of Officers**

- Nominations for officers will be solicited in the October newsletter.
- A ballot with the nominations will be published in the November newsletter
- To be valid all ballots must be received by the Club Secretary by December 15
- The results of the election will be published in the January newsletter

The offices of President, Vice President Secretary and Treasurer are restricted to residents of the State of Vermont. The other five Board positions may include up to two (2) non-Vermont members. These positions will be awarded to the top five vote getters, of which up to two (2) may be non-Vermont members. In the event of a tie for any of the Director positions, both members will serve on the Board.

### **Article 6: Quorum Requirement**

A quorum is required to conduct Club business and shall consist of one more than half the combined number of elected Officers and Directors.

### **Article 7: Changes to Bylaws**

A quorum vote at two scheduled monthly meetings of the Board of Directors is required to approve changes to the Club bylaws. The second vote shall be held after the changes have been published in two consecutive issues of the newsletter.

## **Responsibilities of Office**

All officers are required to be members of AMA during their term of office.

A retiring President will at his option serve the following year on the Board to act as advisor.

The office of Minister of Propaganda will be a non-voting member of the Board. The Minister will be appointed by the Board for a term of one year. The Minister will be responsible for publicizing the BMW MOV to the BMW MOA, the BMW RA, local motorcycle dealerships and other area organizations.

### **President**

The responsibilities of the President are:

- To generally guide the Club in its endeavors and to
- Preside over scheduled meetings as Chairman of the Board of Directors

### **Vice President**

The responsibilities of the Vice President are:

- In the absence of the President, the Vice President will carry out the responsibilities of the Office of President.
- Act as a Member of the Board of Directors.

### **Secretary**

The responsibilities of the Secretary are:

- Publish the monthly newsletter or coordinate the publishing of the newsletter with a separately appointed newsletter editor.
- Maintain the minutes of the meetings and publish those minutes to the Officers of the Club and the Board of Directors.
- Compile and maintain Votes made by e-mail and publish the results to the Club Officers and Board Members.
- Act as a Member of the Board of Directors.

### **Newsletter Editor**

The responsibilities of the Newsletter Editor are:

- Publish newsletter monthly for delivery prior to the first event of the month.
- Publish Bylaws annually
- Publish "Green Book" of members names, addresses and email annually.
- Accept and publish on page of motorcycle advertising on a limited basis as space permits. Fee to be established by the Board of Directors.

### **Treasurer**

The responsibilities of the Treasurer are:

- Maintain the financial records of the Club
  - Records of events including income and expenses for the event
  - Maintain a file of receipts (required for each check drawn)
- Write checks on the Club Treasury to cover the operating expenses of the Club as directed by the Board of Directors
- Present a Treasurer's Report covering income, current expenses, and projected expenses since the last meeting of the Board.
- Maintain Club Membership database
  - Address, Phone and E-Mail
  - Listing of current paid-up members
  - Print and mail out mailing labels for the newsletter each month
  - Keep database current by deleting members that are not current with their dues
- Green Mountain Rally
  - Be in charge of registration at the Rally
  - Maintain a file showing income and expenses for the Rallies
  - Maintain pre-registration list and collect registration fees for the Rally
  - Write checks on the Club Treasury to cover all expenses of the Rally
- Act as a Member of the Board of Directors

### **Board of Directors**

The Board of Directors consists of the Club Officers and the separately elected members of the Board of Directors.

The responsibilities of the Board of Directors are:

- Make all decisions relevant to the running of the Club.
- Approval of expenditures.
- Checks may not be drawn on the treasury nor may commitments of Club resources be made without the express approval of a majority of the Board. This may be accomplished by simple hand vote at a regular meeting or by E-Mail Vote.

Meetings can be held at any location at any time. Generally the meetings should occur at a place that is centrally located relative to the attending members. The President or Vice President shall notify Officers and Board Members by E-Mail or Phone at least one week prior to the meeting.

The Chairman of the Board of Directors shall be the President, who will preside over the meetings. In the absence of the President, the Vice President will preside over meetings.

A Quorum of the Board is needed to enact any rule changes.

Committees will be formed based on the interest of the membership. Any member is eligible to serve on any committee. All members whose dues are paid in full may vote in the Club election. Anyone desiring to run as an officer during any calendar year must be a paid up member, be a resident of the State of Vermont and must have attended at least three (3) events during the previous calendar year. Any paid up member may run for the position of Director.

Budgets for individual Club events shall be set by the Board. Any Club sanctioned event must have at least a chairman to organize the event. The Chairman will be authorized expenses up to the limit set. The Treasurer is authorized to advance the approved amount to the Chairman in time to purchase materials for the event. The Event Chairman will provide the Treasurer with an itemized list of expenses, which will be included in the next Treasurer's Report. Excess funds will be returned to the Treasurer for deposit into the Club Account. Costs in excess of the budgeted amount shall be born by attendees of the event.

Recognizing the fact that some things come up and must be attended to immediately and that a decision of the

Board is not practically obtainable, the President of the Club is authorized an annual petty cash to be set by the Board. A list of expenditures from this fund is to be provided to the Treasurer and included in the next Treasurer's Report.

The annual Green Mountain Rally is a special Club event and is the primary source of operating funds for the year. The menu and location for the Rally will be approved at a meeting held for the purpose of selecting a Rally Chairman and setting up committees. Approval of the menu and location will constitute approval for funding these costs. Other items such as pins, t-shirts, etc will require separate authorizations. Net proceeds of the Rally will be deposited to the Club account and be included in the next Treasurer's Report.

The MOVer (Club newsletter) may accept one (1) page motorcycle oriented advertising on a limited basis.

**Article 6: Dissolution:**

In the event of the dissolution of BMW MOV, all assets of the Club will be donated to a charity or charities to be determined by the Board of Directors.