

# **CONSTITUTION and BY-LAWS**

## **Chicago - Indian Motorcycle Riders Group (#2022)** Libertyville, Illinois

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### **ARTICLE I - Organization**

The name of the organization shall be Chicago Indian Motorcycle Riders Group (Chicago IMRG), Libertyville, Illinois, a non-profit organization. The organization is chartered through the national Indian Motorcycle Riders Group (IMRG) as Chapter #2022.

The IMRG logos are a Registered Trademark and are protected by the United States Patent and Trademark Office.

It is the purpose of these Bylaws to preserve and protect the integrity and character of the riding group for its membership, and to promote the ideals of brotherhood, fun, fellowship, and riding.

The organization may change its name with the unanimous approval from all members in the Executive Committee and the Sponsoring Dealership.

### **ARTICLE II - Mission Statement**

The CHICAGO IMRG is an established non-profit Indian Motorcycle Riders Group consisting of a family of motorcycle riders dedicated in supporting Indian Motorcycle Manufacturer, the dealership, Family, surrounding towns and organizations, including other IMRG groups. The strength of the Chicago IMRG relies on the support of each member and their participation.

### **ARTICLE III - History of Group Name**

The Group name was approved by Indian Motorcycle Riders Group <sup>™</sup> a division of Indian Motorcycle Company on October 13, 2017 and is currently sponsored by Indian Corporate/National.

### **ARTICLE IV - Membership Requirements**

Any person who is a registered owner of an Indian Motorcycle or is sponsored by a registered Chicago IMRG member is eligible to become a member in the Chicago IMRG.

The acceptance of membership by a Rider in the Group constitutes his or her agreement to the terms and conditions of this Constitution and Bylaws and any then-adopted Group rules of the road. Without limiting the foregoing, each member agrees to fully indemnify, defend and hold harmless the Chicago IMRG, its officers, employees, agents and other members in the event of any claim or lawsuit based on the act or omission of such member.

The sponsoring dealer has the authority to suspend or terminate membership in the local chapter if the dealer determines that a local chapter member's conduct is inconsistent with the Charter, the sponsoring dealer's standards, or the then-current standards or interests of Indian Motorcycle®.

## **Section 4.0 - Membership Dues**

- The chapter will receive its revenue through yearly dues from its local chapter members to defray the administration costs of the chapter.
- To raise funds to cover operating expenses or to support legitimate charitable causes, chapters may conduct lawful fund-raising activities. The sponsoring dealer must approve all fund-raising activities.
- Membership dues shall be subject to an annual review and change. Dues shall be paid by January 1 each year and are valid for the one-year period from January 1 through December 31.
- New member dues may be prorated as follows:
  - Joins Chicago IMRG between January 01 – June 30: **not pro-rated**
  - Joins Chicago IMRG between July 1 – December 31: 50% of total dues
- Dues must be paid by their annual due date or membership in Chicago IMRG may be terminated.
- All Membership dues and fees are non-refundable.

## **ARTICLE V - Officer Positions**

Officers of the Chicago IMRG Chapter shall consist of four (4) elected positions: a President, a Vice-President, a Secretary, a Treasurer. Additional positions may be utilized as appropriate. Suggested officers and descriptions follow.

### **Section 5.01 - President**

The Chapter President shall supervise the affairs of his Chapter along with sponsoring dealer, including but not limited to:

- Implementation of Indian Motorcycle® policies
- Ensure that the chapter complies with all corporate state and federal tax and annual filing requirements
- Plan and coordinate chapter meetings to ensure well-planned and worthwhile agendas
- Monitor and motivate other chapter officers
- Implement and follow all risk management requirements set by Chapter Insurance
- Verify that all brand standards are met and followed
- Promote chapter to all potential member
- Informs members of any news from Indian Motorcycle's corporate office
- The Chapter President shall preside over all Chapter meetings and events and shall conduct them with efficiency and dignity.
- shall grant voice to all Members present and shall consider all information before making decisions on behalf of the Chapter.
- Other duties may include: co-signing checks on behalf of the Chapter, receiving and allocating charitable funds, calling special meetings or holding special votes.
- The Chapter President position shall hold term for a minimum of 1 years and shall be decided by majority vote of the Chapter Membership. Candidates must be a IMRG member for a minimum for 6 months and in good standings.

## **Section 5.02 - Vice President**

The Chapter Vice President shall perform all duties and exercise all powers of the Chapter President if the Chapter President is absent or is otherwise unable to act.

- The Chapter VP position shall hold term for a minimum of 1 years and shall be decided by majority vote of the Chapter Membership. Candidates must be a IMRG member for a minimum for 6 months and in good standings.

## **Section 5.03 - Secretary**

Oversee administrative duties

- Record chapter minutes
- Shall notify all Members of scheduled meetings
- Submit any forms/reports to Indian Motorcycle Riders Group TM office
- The Chapter Secretary position shall hold term for a minimum of 1 years and shall be decided by majority vote of the Chapter Membership. Candidates must be a IMRG member for a minimum for 6 months and in good standings.

## **Section 5.04 - Treasurer**

Maintain the group's financial accounts

- Pay all expenses
- Provide financial reports to the group monthly
- Manage all charitable contributions and distribution of contributions
- Maintain running comparison of yearly chapter finances
- Submits annual financial statement to Indian Motorcycle® with the Yearly Chapter Application
- shall have charge and custody of all funds and shall deposit such funds as is required into the Chapters' designated banking facility and shall maintain adequate and correct accounts of the properties and business transactions, including but not limited to: banking documents, receipts, and any other transactions approved by the Chapter President and Chapter VP.
- The Chapter Treasurer position shall hold term for a minimum of 1 years and shall be decided by majority vote of the Chapter Membership. Candidates must be a IMRG member for a minimum for 6 months and in good standings.

## **Section 5.05 - Activities Director**

Plan and Maintain the group's Activities such as Rides, Events, and Required Documents.

- Oversee administrative planning, logistics, and other duties of events
- Ensure all insurance forms and liability waivers are current and prerequisites for conducting the events are met.
- Manage the collection of waiver release forms at events and make sure each participant signs one
- Submit calendar of last year's events with Yearly Chapter Application
- Submit plan for upcoming year's events with Yearly Chapter Application
- The Chapter Activities Director position shall be appointed by the Chapter President. Candidates must be a IMRG member for a minimum for 3 months and in good standings.

## **Section 5.06 - Membership Director**

### **DUTIES AND RESPONSIBILITIES:**

- Process new membership applications
- Call/send a welcome note to all new members who attended events/chapter meetings
- Submit member list of active members with Yearly Chapter Application
- Submit recruitment plan with Yearly Chapter Application
- The Chapter Membership Director position shall be appointed by the Chapter President. Candidates must be a IMRG member for a minimum for 3 months and in good standings.

## **Section 5.07 - Marketing Director**

Market events to group members and any individual interested

- Ensure that all communication pieces and chapter business are being communicated with members
- Maintain brand integrity and brand standards
- Order any marketing materials that are needed
- Order any apparel that the chapter requires using approved IMRG processes
- The Chapter Marketing Director position shall be appointed by the Chapter President. Candidates must be a IMRG member for a minimum for 3 months and in good standings.

## **Section 5.08 - Web Director**

Edit and update chapter website and social sites

- Ensure website contains relevant information and is updated
- The Chapter Marketing Director position shall be appointed by the Chapter President. Candidates must be a IMRG member for a minimum for 3 months and in good standings.

## **Section 5.09 - Road Director**

The Road Director shall be responsible for directing the movements of the Chapter while traveling together in a safe and lawful manner.

- Guide chapter rides with continual focus on rider safety
- Give a pre-ride overview: road conditions, safety, planned stops, etc.
- The Road Director shall assist in setting routes for upcoming events and/or rides.
- There is no term limit for the Road Director position and shall be appointed by the Chapter President. It is at the discretion of each Chapter as to how many Road Directors shall be appointed.

## **Section 5.10 Safety Director**

Find and train Road Directors

- Ensure that the Road Director is following all safety guidelines
- Make MSF information available to members
- Organize groups to take MSF classes
- Teach members proper safety instructions and hand signals
- Help collect signed waiver release forms for ride events
- The Chapter Safety Director position shall be appointed by the Chapter President. Candidates must be a IMRG member for a minimum for 3 months and in good standings.

### **Section 5.11 - Photographer**

Take photos at chapter events

- Upload photos to social sites, websites, or where needed
- The Chapter Photographer position shall be appointed by the Chapter President. Candidates must be a IMRG member for a minimum for 3 months and in good standings.

### **Section 5.12 - Optional Positions**

Chapter may elect to create optional positions not stated herein (including, but not limited to: Tail gunner, Support Vehicle Driver, Mechanic, medic, etc.) as the need for such positions arise.

### **Section 5.13 - Removal of an Officer**

Any appointed Officer may be removed from office, without cause by a majority vote of not less than 60% of the membership. Impeachment of an Elected Officer must be done at a Special Meeting with prior notice.

## **ARTICLE VI - PARTICIPATION & DECISIONS**

### **Section 6.01 - Meeting Times & Locations**

CHICAGO IMRG Chapter shall designate meeting times and locations, as necessary. Each Member is expected to attend at least a minimum of 2 scheduled meetings and assist in at least two CHICAGO IMRG events per calendar year. Special exceptions can be made to this rule if the Chapter President/Vice-President deems it necessary.

### **Section 6.02 - All Votes at Chapter Meetings**

All votes will take place at Chapter meeting. No Chapter decisions will be made unless a majority vote can be reached. An absentee vote shall be allowed by a CHICAGO IMRG Member if that absentee Member forwards his vote to the President/Vice-President prior to the meeting.

### **Section 6.03 - Day-to-Day Decisions**

Chapter decisions pertaining to the day to day operation of CHIAGO IMRG can be made by the President/Vice-President between scheduled meetings. The President/Vice-President may use his or her discretion to make decisions for the betterment of the Chapter. However, no decision requiring the use of CHIAGO IMRG monies (over \$ 50.00) shall be made without a proper vote at a designated meeting.

### **Section 6.04 - Visibility of Voting Issues**

Voting issues may or may not be declared prior to a meeting. Therefore, if it is decided by those in attendance that the vote should not be held until all Members have had the right to vote, the issue shall be tabled until the following Chapter meeting. If it is decided by those in attendance that the item up for vote does not require the input of every Chapter Member, the vote shall proceed.

## **Article VII – CHAPTER IMAGE**

### **Section 7.01 - Non-Partisan**

CHICAGO IMRG is a non-partisan entity and does not promote political activism of any kind. As such, the chapter and Indian logo's must never be represented at political rallies, campaign activities, demonstrations, or any other event meant to promote a political agenda. The CHICAGO IMRG name must never be associated with a Member's personal political beliefs.

## **Article VII - LEAVING THE GROUP**

### **Section 8.01 - Member Resignation**

If a CHICAGO IMRG Member leaves the group for any reason, they must submit their resignation in writing to the appropriate leadership. Upon the Member's resignation, their Associate must leave the group with them. If the Associate would like to remain a part of the group after her/his Member has left the Chapter, she/he may make an appeal to the Chapter's leadership and such appeals will be handled on a case-by-case basis

### **Section 8.02 - Divorce, Separation, or Parting of Ways**

In the event of divorce, separation, or another parting of ways between a CHICAGO IMRG Member and his or her Associate, the rights of both the CHICAGO IMRG Member and the Associate will be respected equally by the Chapter. The Associate will be expected to leave the group without risk to the Membership status of the CHICAGO IMRG member. If the Associate wishes to remain with the Chapter, an appeal will be made to the Chapter's leadership and such appeals will be handled on a case-by-case basis.

## **Article IX - TERMINATION OF MEMBERSHIP**

### **Section 9.01 - Annual Membership Review**

CHICAGO IMRG Leaders will review Membership status yearly on the participation, behavior, and overall dedication to the Chapter and its mission. If a Member is found to be in bad standing, CHICAGO IMRG Leaders will decide if that Member shall be counseled, suspended, or terminated

### **Section 9.02 - Dismissal Procedures**

Membership of any CHICAGO IMRG Member shall be terminated if that Member has submitted a written request for dismissal to the President and/or Vice President of his or her Chapter. The President and/or Vice President shall respond in writing to that request with permission of dismissal. Upon dismissal of a Member, any other material or digital group property will be returned to the Chapter immediately.

### **Section 9.03 Conduct Unbecoming of a Chapter Member**

Termination can occur if any Member is found to have engaged in activities (online, in public, or within his family) that are unbecoming of a Chapter member and reflect poorly on the Chapter as a whole, as defined in the Codes of Conduct. The Chapter President has the right to call a motion to have a Member suspended or voted out for conduct unbecoming of a Chapter member. Once evidence is gathered and presented to all Chapter Members, a vote will be held. No decisions for termination will be made unless a majority vote can be reached.

### **Section 9.04 - Failure to Pay Dues**

Failure to pay dues will result in an inquiry. If a Member is unable to pay dues due to reasons deemed acceptable by the appropriate Executive Board, arrangements can be made to meet necessary dues. Dues not paid for a succession of 30 days will result in suspension of CHICAGO IMRG member until dues can be brought current. Dues left delinquent for a 3-month period will result in Membership termination.

### **Section 9.06 - Written Notification**

A Member who has been suspended for any reason shall be notified in writing by the Chapter President/Vice-President.

### **Section 9.07 - Suspension or Termination Procedures**

If any suspension leads to termination, that termination shall be voted upon during a scheduled meeting by all attending CHICAGO IMRG members (or in cases of extreme urgency or flagrant violation of by-laws, by all OFFICER Members). Each Member will be notified of the situation, and a vote will be held. If a Member cannot attend the scheduled meeting, that Member shall forward his or her vote to the Chapter President/Vice-President or abstain from the vote entirely. Majority vote will determine whether the Member in question is to be terminated, or whether full Membership rights can be regained. The same will hold true if the vote is rendered by all OFFICER Members rather than the Members of the Chapter. This instance could occur if several Members from one Chapter were in violation of the by-laws, and a majority vote could be reached within the Chapter. If most of a Chapter is in violation of the Bylaws, the issue will be presented to the OFFICERS, and a majority decision will determine any punitive measures taken against the Chapter.

### **Section 9.08 - Membership Reinstatement**

A suspended Member who wishes to be reinstated must submit a written request to their Chapter President/Vice-President. If the suspension resulted in dues or monies owed, that debt shall be paid

### **Section 9.09 - Right to Revoke Membership**

CHICAGO IMRG reserves the right to decline an application or revoke a Membership at any time for any reason

## **Article XI - CHICAGO IMRG SOCIAL MEDIA SITE POLICY**

The purpose of the CHICAGO IMRG Social Media Sites (Facebook, Twitter, Instagram, Snapchat, etc.) are to be used for the following:

- Promoting the rider's group, Libertyville, and support for one another.
- Sharing ideas, rides, events and communicating with one another in a positive and supportive fashion, help create a safe and friendly oriented environment for all riders, passengers and those interested in riding.

The CHICAGO IMRG Social Media Sites are not to be used for the following:

- A sounding board for personal issues/conflicts and problems with dealers and or manufacturer.
- If you have issues with a Dealership, Manufacturer, or person(s) within the group either take it up with that Dealership, Manufacturer in person or in your own private mode of communication. Issues between members will be immediately be removed from IMRG Social Media Sites and you will be contacted directly by Admin. • If anything, inappropriate at any of the IMRG Social Media Sites (inappropriate pictures, religious or political comments, etc.) is found it will be removed and the person will be given a warning. If it happens again, they will be banned for a week. The third time, permanent ban.
- Use common sense when posting, if you are questioning your comment or post on any IMRG Social Media Sites then it probably isn't.
- If something needs to be addressed that effects the group, contact one of the officers and it will be reviewed and addressed within a few days with a decision or comment/s addressing the concern.

## **Article XII – NON-PROFIT STATUS**

- Chicago IMRG will operate as a non-profit organization per section 501(c)7 of the IRS code. Any funds collected by the organization that are not consumed by internal costs and activities shall be distributed to other qualified non-profit organizations as prescribed by the Federal and State law
- To that end, any funds in excess of \$5,000.00 in the Chicago IMRG treasury at the end of the calendar year shall be distributed to qualified non-profits as soon as practical. Receiving parties may be any qualified non-profit that supports the charitable, educational and / or scientific purposes of Chicago IMRG. Funds shall not be used for any political purpose nor distributed with the intent to support any political candidate or position.
- The Treasurer will keep a record of all funds distributed along with evidence that the receiving party is a qualified non-profit organization and shall permit auditing of those records by all persons and organization with a valid interest in doing so.



## Article XIII - DISCLAIMER

Membership with CHICAGO IMRG is voluntary. As such, CHICAGO IMRG shall not be held responsible for any acts of God, negligence, Members, or other motorists, that result in injury or death.

**AGREED:** This Edition of the Constitution and Bylaws has been reviewed and agreed to with consideration of input from all representatives, officers, Members of CHICAGO IMRG, as testified by the undersigned:

_____ , President	_____
	Date
_____ , Vice-President	_____
	Date
_____ , Secretary	_____
	Date
_____ , Treasurer	_____
	Date