



Rig Riders of Houston By-Laws

ARTICLE I

SECTION I: GENERAL PURPOSE

This group of riders is a non-profit organization formed to bring together people employed in the oil & gas industry who share a common interest in motorcycles and charitable activities; to promote good fellowship and safe motorcycling; to develop better relations between the general public, the media, and riders of motorcycles; to perform one or more charitable activities with it's membership for the benefit of this community.

SECTION II: SPECIFIC CLUB GOALS

- A. To promote safe driving habits and driving skills by stressing the "Three C's" of road safety: CARE, COURTESY and COMMON SENSE.
- B. To provide assistance to any motorist in distress when such assistance is both safe and feasible;
- C. To plan and regulate functions and/or activities designed to further the Club's Purpose, including, but not limited to: technical sessions, assistance in dealing with local repair establishments and help in obtaining difficult-to-acquire parts.
- D. To plan and regulate functions and/or activities designed to assist local charitable institutions in their endeavors.
- E. The club will follow the Roberts Rules of Order as it's parliamentary governing procedures during any official club meeting.

SECTION III: SPECIFIC PROHIBITION

The Club shall not organize, sponsor, plan, assist, sanction nor allow its name to be associated, in any manner whatsoever, with any motorcycle function which is in violation of any duly constituted legislation [e.g. a "Gumball" Rally, Street Racing, etc].
Addendum: This organization, for purposes of security to it's members, claims no particular territory, nor intentionally wishes to or will infringe on any other club's recognized territory.

ARTICLE II

SECTION I: MEMBERSHIP

- A. The term "Member" applies to any person owning, holding title to or possessing a Motorcycle, and works in the oilfield, whose Annual Dues are current.
- B. The term "Family Member" applies to any two people, legally related, whose Annual Dues are current and one of whom meets the motorcycle and work criteria contained in Article II, Section I, Paragraph A.
- C. The Term "Associate Member" applies to anyone in the oilfield who does not meet the motorcycle criteria in Article II, Section I, Paragraph A, but whose annual dues are current.
- D. The Term "Honorary Member" applies to those elected to this type of membership for special recognition by the Club. Honorary Members are not assessed annual dues, and can not vote.

SECTION II: ANNUAL DUES

- A. Annual Dues are due each year by the end of the annual years end, December 31, Member have a 30 day grace period to remain current.
 - i. A one month grace period will be granted for any Member to become current, however, the renewal month remains the same for all members. Members joining during the year will pay a prorated portion of the annual dues the first year not less than \$25.00.
- B. Annual Dues are assessed as follows:
 - i. \$75.00 for an annual Membership;
 - ii. \$90.00 for an annual Family Membership;
 - iii. \$25.00 for an annual Associate Membership.

- C. Any Member in good standing [i.e. whose Annual Dues are current] who enters the Armed Forces of the United States, will automatically be granted Honorary Member status while on Active Duty.

SECTION III: MEMBERSHIP CARDS

- A. Membership Cards will be issued for one year from the Member's renewal month upon the Treasurer receiving the Member's Annual Dues.
- B. Each Membership Card will expire annually on the last day of the Member's renewal in December.
- C. A Family Membership is entitled to two Membership Cards, each with the same Membership Number.
- D. Honorary Members will be entitled to a renewed Membership Certificate each year upon receiving the necessary votes of the Membership during the month the Honorary Member was first elected.
- E. Associate Members are entitled to Membership Cards indicating "Associate".

SECTION IV: PARTICIPATION

- A. All Members and Family Members are eligible to cast one vote only.
- B. Associate Members and Honorary Members are not eligible to vote.
- C. All Members, Family Members, Associate Members and Honorary Members are eligible to participate at functions and/or activities which are open only to Club Members as in closed rides etc.

SECTION V: RESIGNATION

Any Member may resign from the Club at their option by:

- A. Writing a Letter of Resignation to the Secretary; and
- B. Enclosing their Membership Card [if applicable].
- C. Resignations become effective when received by the Secretary, providing the Member resigning has no indebtedness to the Club.

SECTION VI: EXPULSION/SUSPENSION/SANCTIONING

- A. A Member of the Club may be expelled from the Club for:
 - i. Non-payment of Annual Dues; and/or
 - ii. Breaching any Club By-Laws and/or rules; and/or
 - iii. For bringing unwanted negative publicity to bear on the Club.
- B. No member may be expelled, sanctioned, or suspended from the Club unless the following procedure is strictly adhered to by both the Member and the Club:
 - i. A recommendation to expel, sanction or suspend a Member must be submitted, in writing, to a Club Officer outlining the specific reason(s) for the expulsion recommendation.
 - ii. A Special Meeting of the Officers will be called to review the expulsion, sanction or suspension recommendation with both the initiator and the Member recommended for expulsion in attendance.
 - iii. The Officers will review the recommendation, try to obtain independent additional information, and vote on whether to accept or reject the expulsion, sanction or suspension recommendation. The officers may also appoint a committee for review of the recommendation and may vote on the issue by those present.
 - iv. If the Officers/Committee vote to reject the expulsion sanction or suspension recommendation, both the initiator of the recommendation and the Member recommended for, will be contacted by the President to explain the Officer's decision.
 - v. If the Officers/Committee vote to accept the expulsion, recommendation, the Member recommended for expulsion, will be given 30 days notice to respond and offered the option of either resigning from the Club or participating at the next regularly scheduled Club meeting when the subject of the recommended expulsion will be presented for a vote by all the Members present.

- vi. If the Member opts to resign, the resignation will be in accordance with the By-Laws covering Resignation.
- vii. If the Member refuses to resign, the recommended expulsion will be presented at the next regularly scheduled Club meeting for a vote by the Members present. At that meeting, the President will introduce the expulsion recommendation under "New Business." The final decision on the recommended expulsion will be determined by a two-thirds vote of the Members present.

ARTICLE III

SECTION I: OFFICERS

- A. The Officers of the Club shall be President, Vice President, Secretary, Treasurer and Safety Officer.
- B. Each Officer shall hold term for one year or until such time as their successors are elected or qualified.
- C. No Member may hold more than one elected office.

SECTION II: NOMINATION OF OFFICERS

- A. The President will appoint a three-person Nominating Committee at the Club's September monthly meeting to prepare a slate of nominations to be presented at the Club's January monthly meeting.
- B. Write-in nominations will also be entertained from the floor at the Club's January monthly meeting.
- D. No Member shall accept a nomination for more than one office.
- E. Incumbents are eligible for nomination.
- F. Only current Members are eligible for nomination.

SECTION III: ELECTION OF OFFICERS

- A. All voting for Officers will be by written ballot.
- B. The slate of candidates will be published in the Club's January email and website.
- C. Ballots will also be distributed at the Club's January monthly meeting. All ballots cast will be given to the Nomination Committee after the conclusion of the meeting.
- D. Absentee ballots must be submitted by the start of the January meeting to be counted.
- E. The election results will be announced at the close of the Club's January meeting.
 - i. In the event of a tie for an office, those members attending the January monthly meeting will re-cast ballots, to break the tie. Absentee ballots will not be counted.
- F. Officers will be installed at the Club's February monthly meeting and assume office Immediately.

SECTION IV: OFFICER RESPONSIBILITIES

- A. The **President** is the Chief Executive Officer of the Club with the following responsibilities:
 - i. Ensure the Club operates within the parameters established by the Club's Constitution and By-Laws;
 - ii. Conduct regular monthly meetings;
 - iii. Call and conduct any special meetings;
 - iv. Represent the Club at various functions as required;
 - v. Appoint committees as required.
- B. The **Vice President** shall assume the responsibilities of the President anytime the President is absent or assume those responsibilities as directed by the President.

- C. The **Treasurer** shall assume the responsibilities of the President anytime the President and Vice President are both absent or assume those responsibilities as directed by the President and shall be specifically responsible for:
- i. Maintaining the Club's current and historical financial records;
 - ii. Receiving funds for the Club;
 - iii. Disbursing Club funds as authorized by the President;
 - iv. Presenting the Club's finances at each monthly meeting;
 - v. Maintaining a checking account for the Club;
 - a. All disbursements and deposits are to be recorded in the Club Checking Account Ledger as they are made
 - b. The Ledger is to be reconciled with the Bank Statement each month. Any discrepancies are to be reported to the other Club Officers upon discovery.
 - c. The Ledger, the Bank Statement and all discrepancies are to be reported under Item iv above and recorded into the monthly chapter meeting minutes.
- D. The **Secretary** shall assume the responsibilities of the President anytime the President, Vice President and Treasurer are all absent or assume those responsibilities as directed by the President and shall be specifically responsible for:
- i. Recording the minutes of all Club meetings;
 - ii. Maintaining a current roll of all members;
 - iii. Giving notice of meetings as required;
 - iv. Recording attendance at Club meetings and functions;
 - v. Keeping the historical Club records.
- E. The **Safety Officer** shall assume the responsibilities of the President anytime the President, Vice President, Treasurer and Secretary are all absent or assume those responsibilities as directed by the President and shall be specifically responsible for:
- i. Ensuring all club rides are organized and operated in a safe manner;
 - ii. Assign road captains as needed
 - iii. Keep up with the latest safety issues affecting club riders

SECTION V: MONTHLY MEETINGS

- A. Regular monthly meetings will be held on the third Saturday of each month except December when the Club's Christmas Party will take the place of the regular monthly meeting.
- i. A regular monthly meeting may be rescheduled by the President if a specific third Saturday presents a conflict.
 - ii. All Members must be notified of any change in date, location and time of such rescheduled monthly meeting.

- B. A Quorum for any monthly meeting shall be at least 10% of the current Members on the Club's rolls at the time of the meeting.
- C. Except as specified elsewhere in the Club's By-Laws, all voting at the monthly meetings shall be by simple majority.

SECTION VI: SPECIAL MEETINGS

- A. Special Meetings may be called by the President or two other Officers.
- B. All Officers must be informed of any Special Meeting as soon before such meeting as feasible.
- C. The purpose and results of any Special Meeting must be communicated to the Members at the next regularly scheduled Monthly Meeting.

ARTICLE IV

SECTION I: COMMITTEES

- A. The President shall appoint such committees as required to conduct Club activities. The responsibilities of each committee must be clearly defined.
- B. Each committee will be comprised of an odd number of Members in good standing
- C. All committee votes will be by simple majority.
- D. The Advisory Board will meet as required to review and advise current officers on Club matters. This Board will be comprised of past Club Presidents, current Officers and Committee Chairpersons. The results of all Board meetings must be presented at the next regularly scheduled monthly meeting. A Board meeting may be called by any two current Officers or any three other Board members provided all Board members receive notification as soon before such meeting as feasible.

SECTION II: AMENDMENTS TO THE BY-LAWS

- A. Amendments may be proposed by either a majority of the Officers or any 20% of the current Members.
- B. All amendments must be submitted to the Secretary in writing.

- C. The exact amendment will be presented in the January or June email to inform all Members of the proposed change(s).
- D. Voting on the amendment shall follow the same procedure as the voting to elect Officers, excluding the specific time references therein.

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