



Home of the Voodoo Jet

**American Legion Riders
Chapter 4; By-Laws**

**Harry Ollrich American Legion Post 4
401 North Groesbeck Hwy.
Mt. Clemens, Michigan 48043**

January 2025

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Article I: Purpose

Section 1:

To participate in parades and other ceremonies that are in keeping the aims and purposes of The American Legion.

To promote motorcycle safety programs and to provide a social atmosphere for American Legion members who share a common interest.

To use our association to promote and support programs of The American Legion.

ALR will be used throughout this document for reference to the American Legion Riders.

The ALR, as is its parent organization, The American Legion, is a non-profit 501(C) (19), family friendly, veteran, motorcycle riding association. We are not an M/C or R/C and do not practice rules/regulations of M/C's or R/C's, furthermore the ALR shall avoid the perception of being a motorcycle club or biker club.

Article II: Membership

Section 1: Code of Conduct.

- a. Applies to all membership categories.
- b. Applies anytime a member is wearing any ALR, Post 4 insignias, patches, etc.
- c. All ALR members shall strive to maintain the image of The American Legion, always upholding The American Legion name and emblem, which symbolizes the integrity and principles of this great organization.

Section 2: Regular Membership

Full membership has the following requirements:

- a. Prospective members must be a member in good standing of, The American Legion, Auxiliary and/or Sons of The American Legion.
- b. Prospective members must own a motorcycle of at least 500cc or be the significant other of a member who is an association member that has a motorcycle meeting these requirements.
- c. Prospective members must complete, sign, and turn in an ALR application for membership and meet all the requirements as outlined in these ALR, Post 4 by-laws.
- d. Members must have a CY (or state issued motorcycle) endorsement and carry minimum insurance as required by the state the motorcycle is registered if they are the operator of the motorcycle.

- e. Membership shall only be to this ALR chapter, membership to any other ALR chapter shall not be allowed.

Section 3: Special

You or your spouse may continue your membership as a special class member (with full membership privileges) if you fail to meet the membership requirements of Article II, Sec. 2, Clause b, pursuant to the following, and subject to the approval of the general ALR membership.

- a. Death of the spouse and or significant other who was the owner of the motorcycle as defined in Article II, Sec. 2, Clause a.
- b. Disability, which prevents you from physically being able to operate a motorcycle and ownership of the motorcycle was relinquished due to this disability (this would allow the spouse to continue membership under these conditions for special membership).
- c. If you have been a member for ten consecutive years and have reached the age of 70, you are entitled to the distinction of being a special class "Life Member."
- d. You must continue to meet all the requirements listed in Article II.
- e. In the event of divorce/breakup the spouse/significant other that is not the owner/operator of a motorcycle meeting the requirements listed in Article II Section 2 will not be allowed to continue as a regular (full) member until the end of the current membership cycle which dues are paid and will not be entitled to reimbursement of membership dues and will remove Mt. Clemens Post 4 rocker from their vest/jacket.

Section 4: Supporting Membership

An individual may, at the discretion of, and by a majority vote of the general ALR membership, grant supporting membership to an individual under the following guidelines:

- a. The individual must be a member in good standing of The American Legion Family, which includes, The American Legion, Auxiliary and/or Sons of The American Legion.
- b.
- c. Supporting membership does not constitute or grant voting rights or privileges to individuals holding this type of membership. Only individuals who have demonstrated themselves to be assets to the organization and excelled in promoting the aims and purposes of the ALR.
- d. Individuals granted supporting membership are entitled to wear the ALR back patch. However, below the ALR back patch, a "Supporting" bottom rocker must be placed. Such rocker identifies the individual as holding a supporting membership.

Section 5: Honorary

An individual may, at the discretion of, and by a majority vote of the general ALR membership, grant honorary membership to an individual under the following guidelines:

- a. The individual must be a member in good standing of The American Legion Family, which includes, The American Legion, Auxiliary and/or Sons of The American Legion.
- b. Honorary membership does not constitute or grant voting rights or privileges to individuals holding this type of membership. Only individuals who have demonstrated themselves to be assets to the organization and excelled in promoting the aims and purposes of the ALR.
- c. Individuals granted honorary memberships are entitled to wear the ALR back patch. However, below the ALR back patch, an "Honorary" bottom rocker must be placed. Such rocker identifies the individual as holding an honorary membership.
- d. All American Legion Post 4 Commanders will be given an Honorary Membership which will include a vest and necessary patches.

Article III: Election of Chapter Officers

Section 1:

Election of ALR Post 4 officers will be held annually with nominations held during the January meeting, voting on officers during the February meeting and new officers taking office during the May meeting.

- a. Exceptions to the election cycle would take place only in exceptional circumstances, (i.e. national emergency, health pandemic or unforeseen emergencies). Such a delay would require the general ALR membership to vote on the delay, and a new date being set for the election cycle to take place.
- b. ALR Post 4 elected officer positions are as follows: Director, Assistant Director, Secretary, Treasurer, Historian, Sgt. at Arms, Chaplain, Membership Chairman and Road Captain.
- c. Individuals seeking office must be present to accept the nomination or, if absent during nominations, have submitted a written acceptance of nomination prior to the start of the meeting.
- d. Regular members in good standing (all dues up to date) are the only members afforded voting rights.
- e. Only in person voting will be allowed, no absentee voting is allowed.
- f. Honorary and Supporting members are ineligible to hold officer positions.

g. Election voting will be conducted under the authority of The American Legion, Post 4 Judge Advocate and his/her two appointed/elected representatives.

Article IV: Duties of Chapter Officers

Section 1: Director

Will serve as the Chief Administrative Officer of the chapter and will preside over all ALR meetings. The director shall have general supervision over the affairs of the chapter and shall perform such other duties as directed by the general ALR membership. The director will have final say on all matters involving the chapter. This authority does not supersede issues requiring general ALR membership or the ALR board approval.

Section 2: Assistant Director

Will assume the duties of the director in his/her absence. Assists the director in the performance of their duties when called upon to do so. Duties as assigned by the director.

Section 3: Secretary

Keeps a full and correct record of all proceedings (minutes) at general ALR membership and ALR board officer meetings. Creates and distributes correspondence for the chapter. Responsible for keeping the director informed of all records for the chapter. Making minutes available to the general ALR membership. The chapter bulletin board within the Post lounge will be maintained and updated by the secretary.

Section 4: Treasurer

The chapter treasurer shall be the custodian of the funds for the ALR chapter. The treasurer is responsible for collecting and disbursing funds as directed by the general ALR membership. Make reports when called upon by the ALR chapter director. The chapter treasurer shall perform such other duties as are usually incident to the office (i.e. responsibility for patches/merchandise). The treasurer shall present financial reports to the Harry Ollrich American Legion Post 4 on a quarterly basis.

Section 5: Road Captain

Responsible for the logistics of all ALR chapter rides. Logistics include the planning, setting dates, times, routes, starting and finish points. Responsible for assigning and training assistant road captains as necessary. Has carte blanche authority on all chapter rides. May remove any rider that he/she feels is a danger to fellow riders, the public or themselves from a chapter ride. Responsible for resolving issues between riders that occur during a chapter ride. Answers only to the ALR director or ALR

assistant director while on rides

Section 6: Membership Chairman

Maintains accurate records of all ALR members. Records to include members in good standing with The American Legion, payment of ALR annual dues, proper motorcycle endorsements and insurance for all riders, responsible for awarding ALR membership patches/certificates.

Section 7: Historian

Responsible for creating and maintaining historical records for the chapter. Records will include, but not limited to awards, citations, pictures, etc. The historian will post ALR related pictures and summaries of events on the Harry Ollrich American Legion Post 4, Legion Riders page and on the ALR Post 4 Facebook page, or other social media as directed.

Section 8: Chaplain

Will assist in the religious welfare of the Chapter.

Section 9: Sergeant at Arms

Responsible for preserving order at meetings, resolving member to member grievances and shall perform such other duties as may be from time to time as assigned by the ALR board.

Section 10: Assistant Road Captain(s)

Appointed by the Road Captain/Director and at the discretion of the Road Captain/Director. Assistant Road Captain(s) may be appointed for a single ride, several rides or for the season and will be determined by the Road Captain/Director to ensure the safety of the group during a ride. Assistant Road Captain(s) is not an ALR board officer position.

Article V. Resignation/Removal of ALR Board Officer

- a. An ALR board officer may resign at any time but will be ineligible to hold any other officer position for the duration of the current and next term.
- b. An ALR board officer may be removed from their position for cause, pending the following actions are taken:
 1. Any member calling for the removal of a board officer must bring their grievance and request to the ALR director. If the grievance is against the ALR director, then the grievance will be brought to the ALR assistant director.

11. Upon receipt of the grievance and request for removal, the ALR director will either call for a special ALR membership meeting or bring forward the issue at the next ALR membership meeting. That meeting will be for full members in good standing only.
111. The ALR director is bound by these by-laws to bring grievances and requests for removal forward to the ALR membership.
 1. If the grievance and request for removal is against the ALR director, then the ALR assistant director will follow and be bound by the above By-laws.
 2. The ALR board officer being brought forward for removal shall be notified a minimum of seven calendar days prior to the scheduled meeting. That notification will be in writing, specifying the reason for removal, as well as the name of the individual requesting the removal.
- 1v. The Membership Chairman will ensure that only full members in good standing are present at the meeting.
- v. At the special/regular meeting for ALR members in good standing, the individual requesting the removal of the officer will be called forward and explain the reason why they feel said ALR board officer should be removed from their position.
- vl. The ALR board officer shall be entitled to speak on their behalf following the member who has made such a request against them.
- vu. After both parties have been allowed to speak, the ALR director or ALR assistant director will call for a vote from the ALR membership.
 1. Sergeant at Arms Responsibilities:
 - a. Confirming with the Membership Chairman that only full members in good standing are present at the meeting, and only those members are allowed to vote.
 - b. The Sergeant at Arms will be responsible for creating the ballot, distribution of the ballot, collecting ballots and tallying the official results.
 - c. The tally of ballots will be conducted in the presence of all participants; the Secretary shall be responsible for keeping a written tally.
- viii. Ballots will be secret in nature.

- 1x. Members may only vote a Yay or Nay no abstentions.
- x. In order for the ALR board officer to be removed, two-thirds of the ALR membership present at the meeting must vote in favor of the removal.
- x1. If the ALR membership votes to remove an ALR board officer, the ALR board officer will be removed from office immediately upon the vote being recounted and certified.
- xn. Depending on the officer being accused, the presiding ALR board officer may appoint another officer to oversee any specific position during the proceedings.

Article VI: Meetings

Section 1: ALR General Membership

- a. ALR general membership meetings will be held monthly on a day and time as set and voted on by the ALR membership.
- b. Seven members constitute a quorum.
- c. Meetings will be conducted under “Robert's Rules of Order”.

Section 2: ALR Executive Board

- a. ALR Executive Board meetings will be held monthly on a day and time as set and voted on by the ALR board.
- b. Five board members constitute a quorum.
- c. Meetings will be conducted under “Robert's Rules of Order”.

Article VII: Finances

Section 1: Funds

Monetary funds of the chapter shall be derived from ALR membership dues, charitable donations and other sources as approved by the ALR membership.

Section 2: Membership Dues

a. Calendar

- i. Full year membership begins January 1 and ends December 31.

- ii. A new member joining any time between November 1 and December 31 will have their dues credited to the following year. New members in this situation will be afforded all rights for the remainder of the current year.

b. Dues

- i. Annual dues of \$30 will apply until 2028.
- ii. Membership dues are to be evaluated each year at the September meeting. A motion will be made to change or accept current dues and be voted on at the October meeting.
- iii. Any increase in dues will take effect on January 1 of the following year.

c. Chapter Accounts

The chapters' account will not exceed \$10,000 in any given year. Excess amounts will be dispersed by ALR membership vote, as per Article X.

Article VIII: Suspension/Expulsion

Any meeting of the ALR that involves the matter of disciplinary action against an ALR member shall be a closed/special meeting. Only full members in good standing will be allowed to attend.

Section 1: Suspension

A suspension is disciplinary action taken by the ALR membership against another ALR member. Such action forbids the affected member from participating in any ALR membership meetings or activities.

- a. If a member is being brought to the general ALR membership for suspension, the director of the chapter is required to lay out all the facts of the matter, and present a recommended course of action, (i.e. length of suspension).
- b. Any member that faces the possibility of suspension must be afforded the opportunity to hear the complaint against them and then time to defend themselves in the closed/special membership meeting.
- c. For a member to be suspended from the chapter a simple majority of the ALR members present must vote in favor of said suspension.
- d. A suspension can last no longer than 90 days.

- e. A member suspended as per this section is not entitled to reimbursement of membership dues for that period.

Section 2: Expulsion

An expulsion from the chapter means that an individual is no longer a member of ALR Post 4 and forfeits all rights as outlined in this document.

- a. If a member is being brought to the general ALR membership for expulsion, the director of the chapter is required to lay out all the facts of the matter, and present a recommended course of action, (i.e. expulsion).
- b. Any member that faces the possibility of expulsion must be afforded the opportunity to hear the complaint against them and then time to defend themselves in the closed/special membership meeting.
- c. For a member to be expelled from the chapter a simple majority of the ALR members present must vote in favor of said expulsion.
- d. A member expelled as per this section will remove Mt. Clemens Post 4 rocker from their vest/jacket.
- e. A member expelled as per this section is not entitled to reimbursement of membership dues.

Section 3: Major Infractions

A major infraction is defined as any action taken by an ALR member that:

- a. In any way brings dishonor or besmirches The American Legion, American Legion Riders, Auxiliary and/or Sons of The American Legion.
- b. An action that purposely jeopardizes the safety or welfare of another ALR member.
- c. Other major infractions include, but not limited to the following:
 - 1. Fighting.
 - 11. Stealing.
 - 111. Riding/Driving in an ALR sanctioned activity without a valid driver's license and/or motorcycle endorsement (if on a motorcycle).
 - iv. Riding/Driving in an ALR sanctioned activity without valid insurance on the motorcycle or motor vehicle.

Driving under the influence of alcohol or controlled substances resulting in a DUI.

Article IX: Chapter Organization

Section 1: Sponsor

- a. Each chapter must be sponsored by a local American Legion Post.
- b. Eligible members in The American Legion Riders are not required to transfer their Post, Auxiliary, or Sons of The American Legion membership to the sponsoring Post.
- c. Post-sponsored chapters shall not participate in or organize any programs which would be in direct conflict with the sponsoring Post.
- d. Membership is limited to one American Legion Post only.

Section 2: Recognition

- a. Each chapter will be known by the State in which its majority members reside. Chapters may be further broken down into District and Post (i.e. Michigan Chapter 4, District 7, and Post 4).

Article X: Standing Rules

Each chapter may elect to adopt a set of standing rules to govern its membership. These standing rules shall be no less stringent than those contained in these by-laws, nor can they conflict with the National Constitution and the by-laws of The American Legion, The Department of Michigan, or the sponsoring Post.

Section 1: Procedure

- a. Any ALR member can bring up and request a change to the standing rules which would include an addition, deletion, or modification.
- b. The general ALR membership will vote on the proposed changes at the next general ALR membership meeting.

Article XI: Disbursement of Funds

Disbursement of funds will only be to those authorized at any regular ALR meeting of the chapter. Each chapter will be a non-profit organization and may only be disbursed in a manner that is in keeping with all Local, State and Federal laws regarding non-profit organizations.
See Amendment 1.

Article XII: Amendments

Section 1: Amending ALR By-Laws Process

- a. A committee will be selected to amend the ALR by-laws. The committee will contain no less than five ALR members.
- b. The committee will be composed of regular (full voting) ALR members only.
- c. The committee will have a fixed amount of time, as determined, and approved by the ALR membership at the time the committee is selected.
- d. The committee will submit all revisions to the ALR membership for review at the designated meeting per Article XI, Section 1, Clause b. Failure to submit proposed revisions at that time will result in the committee being disbanded and the amendment dying in committee. The ALR board can vote to extend the deadline.
- e. The revised ALR by-laws will be approved by a simple majority vote of the ALR membership. The vote can come no earlier than one month between submission of the revision and the final vote.

Article XIII: Order

All ALR meetings will be conducted under "Robert's Rules of Order." (See attachment 2)

Article XIV: Ratification

Ratification of these ALR by-laws will consist of a simple majority vote by the ALR board.

Amendment 1: Spending

No sponsorship of a personal nature. Only charitable sponsorship (as designated by Federal and State authorities) shall be supported by the Post 4 chapter of the ALR.

Charitable donations are capped at \$300 per donation. The exception to this rule is if the purpose of the fundraising was to specifically support this charity.

Donations to non-charitable organizations shall be capped at \$100. Such requests for donations must be made to the ALR board, prior to any request being presented to the ALR membership.

Flowers may be sent to an ALR chapter member in good standing, if that member will be having an

extended hospital stay of three days or more, or an extended illness (home convalescent) with notification to the ALR chapter. Cost will not exceed \$50.
Discretionary spending up to \$250, as needed, with the approval of a quorum of ALR board officers.

Discretionary spending exceeding \$250 must be discussed and approved by the ALR membership prior to the event.

Any spending or donations that exceed the above-mentioned caps must be discussed, debated, and then voted on at the following month's ALR membership meeting.

Amendment 2: Special Committees

Special committees will be appointed at general ALR membership meetings, as required.

Amendment 3: Guests

Guests will be allowed to attend all general ALR meetings, except for meetings that involve elections of ALR chapter officers and meetings that involve disciplinary action as stated in Article VII.

Amendment 4: Grievances

Section 1: General

ALR members in good standing have the right to have their grievances heard. The following procedures will be followed for any member bringing forward a grievance. Failure of a member to follow the grievance protocol shall be subject to dismissal of their grievance and possible disciplinary action.

Section 2: Member vs. Member

- a. ALR members that have any issue with another member of the ALR should attempt to resolve that issue with the member prior to bringing it to the attention of the ALR director, Sgt. at Arms or the ALR board.
- b. If attempts to resolve the issue have been made, the grievances should be brought to the attention of the Sgt. at Arms. The Sgt at Arms will hold a meeting with the two members and attempt to resolve the situation.
- c. As a last resort, any grievance that cannot be solved through the above means shall be brought to the attention of the ALR board. The ALR board will listen to both sides and decide based on information given by both members. The ALR board's decision is final, and all parties are expected to abide by the decision.
- d. Member vs. member grievances will not be brought before the ALR membership.

Section 3: Organized Ride

- a. ALR members that have an issue with another member of the ALR during an organized ride should attempt to resolve that issue with the member prior to bringing it to the attention of the Road Captain or the ALR director.
- b. Issues that arise during the ride should be brought to the attention of the Road Captain. The Road Captain has final say on any issue that occurs during the ride. Should a member feel that the Road Captain has not addressed, or improperly handled a situation, that member shall bring the grievance to the ALR director. The ALR Director and Road Captain will meet with the member and address the issue. The ALR director has final say on the grievance.

Amendment 5: Wear of Vest/Jacket

Section 1: Patches/Rockers

- a. American Flag
 - I. Must be a Left Shoulder Embroidered Patch.
 - II. The flag will be worn as the highest patch on the left side of the vest or jacket.
 - III. 2"x3" in size.
 - IV. Flag/patch will be respectful, not defaced or so worn/torn/dirty as to be disrespectful.
- b. American Legion Riders Back Patch
 - I. When purchased from American Legion Flag & Emblem, the back patch may have embroidered options on it. This will be left up to the individual rider.
 - 11. Patch will be worn in the center of the back on the vest or jacket, both vertically and horizontally.
- c. Rockers
 - i. Top Rocker
 - 1. The Mt. Clemens Post 4 rocker will be above the ALR back patch.
 - ii. Bottom Rocker
 - 1. The bottom rocker is optional, but can designate Legion Family membership affiliation, veteran, branch of service, or combat veteran with conflict.
 - 2. If a member is an Honorary or Supporting member, the Honorary or Supporting

- rocker will go below the ALR back patch.
- iii. No offensive patches will be tolerated or allowed.
 - iv. This amendment is designed to bring uniformity to the ALR chapter, and the patches that are specific to ALR Post 4. Members are encouraged to display their personal style and achievements.
 - v. Patches that are specific to ALR Chapter 4 (i.e. Mt. Clemens Post 4 rocker) are to be removed in the event a member is no longer an ALR Chapter 4 member (i.e. transfer/quit/expulsion).
 - vi. Rider vests and jackets in their current state, of current members, will be grandfathered in upon approval of these by-laws.