

*ABATE of North Idaho, Inc.*

# **RIVER CITY CHAPTER BY-LAWS**

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**Policies, Procedures**



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*Approved by the Chapter membership January 12, 2006*

- The Purpose or Mission of ABATE of North Idaho, Inc.

- The purpose or mission of ABATE of North Idaho, Inc. as stated in the Articles of Incorporation Article XII is:

*The purpose of the corporation is to form an educational, charitable and political group, to promote motorcycle safety, education, freedom of choice legislation and to provide a more favorable environment for motorcycle riders and the communities in which they reside.*

- The purpose or mission of River City Chapter as stated in its Chapter By-laws is:

*The purpose of this organization is to actively support and advance the fundamental principles, priorities, traditions and values of ABATE of North Idaho, Inc. including those outlined in its Articles of Incorporation and State Bylaws. This organization will dedicate its resources to promote and address motorcycle and motorcyclist related issues including education and awareness as well as our local, state and national legislative interests. This chapter will strive to assist and support those ABATE of North Idaho, Inc. Chapters and members that share this goal.*

- The motto of ABATE of North Idaho, Inc is:

“Dedicated to Education, Awareness and  
Freedom of the Road”

- A Brief History of ABATE of North Idaho, Inc.

In 1989 a few concerned and interested area motorcyclists got together to talk about what we could do in North Idaho to promote education, awareness and freedom of the road. Some of us were already members (and officers) of the Spokane Chapter of ABATE of Washington. ABATE of Washington was conducting “Share The Road” awareness classes at the Spokane area high schools’ drivers education programs. We watched and learned how they were done. This experience proved to be invaluable as we soon began conducting our own motorcycle awareness classes in the North Idaho area high schools.

Joining ABATE of Idaho as “Kootenai District”, our membership grew to 23 members. Our first treasury consisted of money raised from a bake sale and recycled cans after our first get-acquainted party. Largely due to the geographical expanse of Idaho and structural changes within ABATE of Idaho, it was decided after much discussion and consideration to form a separate corporation from ABATE of Idaho. So with a letter of endorsement and support from ABATE of Idaho sent to the Idaho Secretary of State, we were off and running.

ABATE of North Idaho’s membership quickly jumped to 75 members. A committee was formed to write our own Articles of Incorporation and By-laws. Many long, boring evenings were spent at Bob Smith’s home writing each and every By-law. Finally, the Articles of Incorporation and By-laws were signed and filed with the State of Idaho. It was now 1993 and ABATE of North Idaho, Incorporated was OFFICIAL.

- River City Chapter

River City Chapter was officially formed and formally approved on January 8<sup>th</sup>, 2006 though the idea was originally conceived and discussed many years ago as a number of our active members and great supporters were, and still are, from the Spokane/Spokane Valley area. Along with our great Spokane area members River City Chapter is both proud and honored to have amongst its Charter membership most of the founders and incorporators of ABATE of North Idaho, Inc. as well as former ANI State and Chapter Officers. River City

Chapter is honored as well to have members and *leaders* of national MRO's joining with us in our pursuit of liberty.

ABATE of North Idaho owes a thank you to our *great friends* from ABATE of Washington and the then members of Spokane Chapter. Prior to and during the forming of Kootenai District, ABATE of Idaho and later ABATE of North Idaho, Inc. our ABATE of Washington and Spokane friends were very helpful, encouraging and supportive. River City Chapter wishes to make itself available to repay that help and support with the same.

- ABATE of North Idaho, Inc. (ANI) Facts and Information

- The mailing address for ANI is:

ABATE of North Idaho, Inc.  
PO Box 2244  
Coeur d'Alene, ID 83816-2244

This address is to be used for ALL ABATE of North Idaho, Inc. State business!

- ABATE of North Idaho, Inc. and River City Chapter are not clubs... of any kind!
- *ALL* motorcyclist are welcome... in fact, you do not even have to own a motorcycle to join!
- Dues
  - State Membership, New \$20.00 (includes membership card and state patch)
  - State Membership, Renewal \$15.00 (includes membership card only)
  - Chapter Dues (optional) \$5.00
    - Joining a Chapter is optional, however, you *must* be a State member to join a Chapter.
    - Chapter dues *do not* include Chapter patches.
    - You can join more than one Chapter at a time, however, the state records will only show that you are a member of one Chapter, your "home" chapter. Only that membership number, indicating your *home* Chapter, will be valid for state voting purposes.
- IRS & Tax Information
  - ABATE of North Idaho, Inc. is formed as a *non-profit corporation* under Title 30, Chapter 3 of the Idaho Code and Section 501 (c) (4) of the Internal Revenue Code and is recognized as a tax exempt corporation.
  - Donations made to ABATE of North Idaho, Inc and River City Chapter ***are not*** tax deductible.
  - ABATE of North Idaho, Inc and River City Chapter is required to collect and submit to the state of Idaho sales tax where applicable.
- Chapters

There are currently 6 chartered Chapters in ANI. Listed below are the mailing addresses of each chapter. These mailing addresses are to be used for ALL ABATE of North Idaho Chapter business.

Clearwater Chapter  
PO Box 2042  
Orofino, ID 83544

Kootenai Chapter  
PO Box 2511  
Hayden Lake, ID 83835

Hells Canyon Chapter  
PO Box 2096  
Lewiston, ID 83501

River City Chapter  
PO Box 2577  
Post Fall, ID 83877-2577

HooDoo Chapter  
PO Box 912  
Spirit Lake, ID 83869-0912

St. Joe Chapter  
PO Box 173  
St. Maries, ID 83861-0173

- Meetings
  - The Board of Directors (BOD) of ABATE of North Idaho, Inc. meets 4 times per year. These meetings are commonly referred to as “State Meetings” or “Board Meetings” and are open to all members. These meetings are held in January, April, July and October each year and are hosted by a different chapter on a rotating basis.
  - Chapters, on the other hand, generally meet on a regular basis at least once a month.
  - *Special Meetings* can be held in addition to those listed above however specific guidelines must be adhered to. These guidelines can be found in the State By-laws.

## *River City Chapter By-laws*

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### *Chapter Mission Statement*

The purpose of this organization is to actively support and advance the fundamental principles, priorities, traditions and values of ABATE of North Idaho, Inc. including those outlined in its Articles of Incorporation and State Bylaws. This organization will dedicate its resources to promote and address motorcycle and motorcyclist related issues including education and awareness as well as our local, state and national legislative interests. This chapter will strive to assist and support those ABATE of North Idaho, Inc. Chapters and members that share this goal.

"He" used in the following Articles is not used in reference to gender.

### *ARTICLE ONE - Business Office*

#### *1.1 CHAPTER NAME*

This organization shall be known as the *River City* Chapter of A.B.A.T.E. of North Idaho, Inc. (*ABATE of North Idaho, Inc.* or *ANI, Inc.*) located in Kootenai County, Idaho. The principal office/address of the *River City* Chapter, of A.B.A.T.E. of North Idaho, Inc. will be published in the ANI, Inc. state newsletter and published on its web site.

### *ARTICLE TWO - Membership*

#### *2.1 CHARTER MEMBERS*

The initial members of this Chapter and those who became members on or before March 15, 2006, whose dues are paid in full to ANI, Inc. and this chapter, shall be designated as Charter Members of *River City* Chapter.

#### *2.2 REGULAR MEMBERS*

Any person who is 16 years of age or older and/or have in their possession a valid drivers license and applies for membership and having paid both State and River City Chapter dues shall be a member of *River City* Chapter, ANI, Inc.

#### *2.3 HONORARY MEMBERSHIP*

The Chapter membership, at a regular membership meeting by two-thirds majority vote of those present, may grant honorary membership to any member or non-ABATE member deemed worthy by their special assistance to this Chapter or ANI, Inc. Any such person shall be exempt from paying Chapter dues and shall have no vote in the affairs of the State or Chapter. Any such person shall not be exempt from paying dues should they apply for regular membership. Further, this person shall not necessarily be recognized as an Honorary Member of the State Organization.

#### 2.4 *LIFETIME MEMBERS*

*River City* Chapter may grant lifetime membership to any member deemed worthy of this honor. Such lifetime member shall be exempt from paying *River City* Chapter dues and shall have all rights and benefits warranted regular members. Any *River City* Chapter Lifetime member shall not be exempt from paying State membership dues unless such member has been granted Lifetime Member status by ANI, Inc.

#### 2.5 *TERMINATION OF CHAPTER MEMBERSHIP*

In accordance with State By-Laws Article 2.7 (1,2 & 3)

#### 2.6 *DUES*

In accordance with State By-Laws Article 2, (2.3) dues will be collected, for the State, for recording purposes, by the Secretary or Membership Secretary of the Chapter. The Secretary/Membership Secretary will forward all moneys to the Chapter Treasurer for recording and deposit into the Chapter Bank Account. The Chapter Treasurer will issue a Chapter check to the State for State dues.

2.6.1 The annual Chapter dues if any will be set by the Chapter membership. These shall be due in accordance with Chapter policy and will be recorded by the Secretary/Membership Secretary who will forward all moneys to the Chapter Treasurer for recording and deposit into the Chapter Bank Account.

### ARTICLE THREE - Board of Directors and Officers

#### 3.1 *BOARD OF DIRECTORS*

The Board of Directors of the *River City* Chapter shall consist of the elected (Executive Officers) and appointed Chapter officers. The voting authority shall be held by the elected Officers only. The Board of Directors shall have the authority to create or appoint additional offices as needed.

#### 3.2 *COORDINATOR*

The Chapter Coordinator will be chief executive officer and as such shall preside over the Chapter meetings and supervise and control all business affairs. He shall perform all duties incidental to the office and any other such duties as may arise or be prescribed periodically by the Chapter. The Chapter Coordinator shall also be an ex-officio member of all committees. The Coordinator shall not have a vote at Chapter meetings except the following cases: to make or break a tie vote. The Chapter Coordinator is the chairman of the Chapter committee.

#### 3.3 *DEPUTY COORDINATOR*

The Deputy Coordinator shall, in the absence of the Coordinator, assume and perform all of the duties of the Coordinator as set forth in Article 3.2. He shall also be responsible for the completion of all duties, as prescribed periodically or made incidental to this office, or by the Chapter Coordinator. He shall act as Coordinator of all standing and special committees and is the vice-chairman of the Chapter committee. He will also carry out all orders from the Coordinator.

#### 3.4 *TREASURER*

The Treasurer shall maintain an active bank account for the deposit and safekeeping of all funds belonging to *River City* Chapter, ANI, Inc. He will maintain an active record

of all withdrawals and deposits of funds to and from the account complete with reasons for withdrawals or deposits. He will report, monthly or as needed, as to the financial status of the account and be able to provide all records for review to the State Treasurer and ANI, Inc. Board of Directors. All withdrawals from the account must be signed by 2 of these officers; the Coordinator, the Deputy Coordinator or the Treasurer. (also see Article 8.1)

### 3.5 *SECRETARY*

The Secretary shall take minutes at all Chapter Board of Directors, Chapter Committee and general membership meetings. He shall perform all duties normally associated with the office of Secretary including providing, in a timely fashion, the necessary documents to the State Secretary and/or ANI, Inc. Board of Directors. He shall maintain and be the custodian of all Chapter records.

### 3.6 *MEMBERSHIP SECRETARY*

The Membership Secretary shall collect Chapter and State dues and disperse in accordance with State By-Laws and procedures. Original applications will be sent to the State Secretary/Membership Secretary and a copy of each will be held in Chapter membership records. He shall make any corrections necessary on membership rosters, that the State Secretary sends and also inform the State Secretary of any other information pertaining to Chapter members.

### 3.7 *AMBASSADOR-AT-LARGE*

There shall be an Ambassador-At-Large appointed from the active membership to serve on the Board of Directors and Chapter committee and head such committees as requested by the Coordinator. It shall be his duty to help represent the general membership at meetings of the Board of Directors as well as coordinate and work closely with River City Chapter Area Representatives to promote ANI, Inc. and this Chapter.

### 3.8 *SERGEANT-AT-ARMS*

The Sergeant-At-Arms shall be appointed to be responsible for maintaining order at all Chapter meetings and functions. He shall be responsible for appointing, assigning duties to and coordinating additional sergeant-at-arms as necessary and shall serve on the State Security Committee as needed.

## **ARTICLE FOUR - Chapter Committee and Committees**

### 4.1 *CHAPTER COMMITTEE*

The Chapter Committee shall consist of a Board of Directors, appointed Chapter Officers and Area Representatives, the voting authority being held only by the elected Chapter Officers.

### 4.2 *COMMITTEES*

Committee's are considered the workhorse of any organization. The Board of Directors shall have the authority to create both standing and *ad hoc* (special) committees as needed to further Chapter goals and conduct Chapter business.

### 4.3 *CHAIRPERSONS*

Committee chairs will be appointed by the Coordinator with approval of the Board of Directors and shall serve on their respective committees until such time as they resign or another chair has been appointed and approved. Any chairpersons shall be paid actual necessary, reasonable and approved expenses (see Chapter Bylaw 9.6).

## ARTICLE FIVE - Term of Office and Elections

### 5.1 *TERMS OF OFFICE*

Term of office shall be one year or until the general elections, whichever period of time is shorter.

5.1.1 Each officer elected annually by the membership shall hold his office until his successor shall have been duly elected and qualified, or until his death, or until he shall resign, or shall have been removed from office in the manner hereinafter: failure of an officer to attend any two consecutive meetings, unless excused by the Board of Directors and/or notification given to the Coordinator or Deputy Coordinator, could result in immediate removal from office. Any emergency leave of absence shall be approved.

### 5.2 *GENERAL ELECTIONS*

Nominations for the general elections will be accepted at the first October membership meeting. General elections shall be held by secret ballot at the first November membership meeting. All absentee or mailed ballots (see: Chapter Bylaw 5.3) must be received by the Chapter at the PO Box prior to the first November general meeting. Outgoing and incoming officers will be jointly responsible for all *River City* Chapter business for the following thirty days.

### 5.3 *ABSENTEE BALLOTS*

An official Chapter ballot will be mailed to each chapter member in good standing. This ballot will contain the appropriate detailed information regarding an election, a proposed bylaw change or etc. The completed ballot can be cast at the appropriate and specified membership meeting or mailed to the chapter PO Box.

5.3.1 Provisions will be made to include some type of member/ballot verification on all Chapter ballots mailed to the PO Box. This can include requiring a membership number or name, or both, on all ballots counted that have not been filled out and cast *at the membership meeting*.

### 5.4 *CHAPTER RECORDS*

All books, records and Chapter equipment shall be turned over to the new officers and committee chairpersons and all bank accounts shall be cleared of old names within thirty days of the election.

### 5.5 *CONFLICT OF INTEREST*

No member shall hold chapter office if his other affiliations, associations or memberships, including that of a motorcycle club or association, would pose a *conflict of interest*.

### 5.6 *VACANCY OF OFFICE OF COORDINATOR*

In the event of a vacancy of the Coordinator, the Deputy Coordinator inherits the office for the remainder of the term until the next scheduled elections. (4.2.2. State By-Laws).

### 5.7 *VACANCY OF OTHER CHAPTER OFFICES*

In the event of a vacancy of all other officers, they will be filled as follows: 1) if more than one-half of the term remains a special election will be held. 2) if less than one-half of the term remains, it will be filled by appointment by the Board of Directors.

5.8 *COMPENSATION*

Officers shall receive no compensation for their services as officers, but may be allowed their actual necessary and reasonable expenses in conducting Chapter business as approved by the membership at a regular membership meeting. (also see Chapter Bylaw 9.6)

5.9 *OFFICER RESIGNATION*

Any officer may resign at any time by giving written notice to the Coordinator and Secretary, or at a meeting of the Board of Directors or Chapter committee.

5.10 *QUALIFICATION OF NOMINEES*

To qualify to be nominated for an elected office a member must have been a chapter member in good standing for a minimum of one year or a Charter Member (Chapter bylaw 2.1). It will be expected and presumed that all nominees considered for office in this organization, either elected or appointed, will have pledged to *actively* support the mission statements of both ANI, Inc. and this Chapter.

## ARTICLE SIX - Area Representatives

6.1 *AREA REPRESENTATIVES*

Area Representatives shall be appointed by consensus of the membership in their area and approved by the Board of Directors. They are responsible for keeping in contact with all their area members and informing them of all Chapter business and notifying the Board of Directors of problems, changes and promotion of *River City* Chapter and ANI, Inc in their area. Area Representatives shall be on the Chapter committee.

## ARTICLE SEVEN - Meetings

7.1 *QUORUMS AND ABSENTEE VOTING*

One-fifth of the general membership of the *River City* Chapter including two-thirds of the Board of Directors shall be present to conduct business at a regularly scheduled meeting. In case of membership absentee, an absentee vote can be delivered to any officer in writing.

7.2 *CHAPTER COMMITTEE QUORUM*

Three-fifths of the Chapter committee shall constitute a quorum for the transaction of business at the Chapter committee meeting.

7.3 *NUMBER OF MEETINGS*

There will be no less than one general membership meeting per month. The meeting dates, times and location will be agreed upon by the membership and published in the ANI, Inc. State newsletter and on its web site.

7.4 *CHAPTER COMMITTEE MEETINGS*

There will be a Chapter committee meeting 30 minutes prior to each membership meeting as needed.

7.5 *RULES OF THE MEETING*

Meetings shall be run under parliamentary authority of *Robert's Rules of Order: Simplified and Applied*.

7.6 *ALCOHOL AT MEETINGS*

Alcoholic beverages may not be consumed during the general membership meetings.

7.7 *MEETING START TIME*

The ranking officer present will call meetings to order within 20 minutes of the stated starting time.

7.8 *MEMBER CONDUCT*

Any member will be ejected from a meeting if he/she displays disruptive or disorderly conduct.

7.9 *CONDUCT OF GUESTS*

Members shall be held responsible for the conduct of guests they bring to the meetings and functions. Unaccompanied guests at these meetings shall be the responsibility of the Sergeant-At-Arms.

7.10 *NON-MEMBER VOTING*

Any non-member found voting may be ejected from the current and all future meetings.

7.11 *MEETING LOCATIONS*

Chapter meetings will be held in establishments that will accommodate all members, guests and family members.

## ARTICLE EIGHT - Chapter Accounts

8.1 *CHAPTER BANK ACCOUNTS*

All Chapter bank accounts, or any other type of financial accounts, must have at least two signatures for withdrawals, one of which shall be the Treasurer and the other being either that of the Coordinator or the Deputy Coordinator.

## ARTICLE NINE - Miscellaneous Provisions

9.1 *PERSONAL LIABILITY*

No officer or member shall be personally liable for the debts, liabilities or obligations of the Chapter.

9.2 *PUBLICITY*

All flyers, publications, handouts, bulletins, posting of materials and any other materials or articles distributed by the Chapter for the scrutiny of the public must be approved by the Coordinator, Deputy Coordinator and/or Board of Directors.

9.3 *CONTRACTS*

The Board of Directors and the membership may enter into a contract or execute and deliver any instrument in the name of and/or on the behalf of the Chapter. Unless so authorized, no member shall have the power or authority to bind the Chapter or ANI, Inc. by contract or engagement, or to pledge its credit, or render liable for any purpose or amount.

9.4 *POWERS*

To accomplish the purpose for which this Chapter was organized, the Chapter shall have all the powers provided herein and those provided by the State organization by-laws and policies.

9.5 *POLICIES*

The Board of Directors and chapter membership by majority vote may adopt policies, procedures and guidelines to assist in the orderly operation of the chapter as needed. These policies and procedures shall be written and made available to all paid members.

9.6 *REIMBURSEMENTS*

All requests for reimbursement of necessary, reasonable and *approved* (see Chapter 9.6.1) expenses must be accompanied by original receipts and a completed Expense Report as needed and will require a majority of those members present for reimbursement.

9.6.1 Prior notification and approval of at least two elected chapter officers or a majority of those present at a membership meeting will constitute *approval* for any afore mentioned expenses.

## ARTICLE TEN - Amendments

10.1 *AMENDMENTS*

These By-Laws may be adopted, amended or repealed at any regular membership meeting by a two-thirds majority vote of the Chapter membership provided that written notice of the amendment or repeal has been mailed to all members at least thirty (30) days in advance. Provisions will be made to include absentee voting as outlined in Article 5.3. Amendments to these By-Laws shall become effective immediately upon adoption and approval by the ANI, Inc. Board of Directors (State Bylaw 4.1.2). The State By-Laws and policies shall overrule the Chapter By-Laws in case of conflict.

Adopted January 12, 2006

These Bylaws were adopted on January 12, 2006 by the following Charter River City Chapter Members.

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- 06-1 As outlined in Article 9.5 of the River City Chapter By-laws the approved policies and procedures of this chapter will be recorded and shall be included and made available to all chapter members as part of the chapter by-laws.
  - The purpose of these Policies and Procedures and related information will be to provide some knowledge and understanding to our members about motorcycle rights organizations in general as well as further define and clarify more specific information about ABATE of North Idaho, Inc. and River City Chapter.
  - It will be expected that these Policies and Procedures will be discussed, updated and revised as needed.
  - Motions made, discussed and approved by the chapter membership intended to be a *policy or procedure* and thereby included here shall be noted as such at the time of approval.
  - A River City Chapter *approved* policy or procedure shall be designated a number for identification purposes. This number shall consist of the last two digits of the year approved followed by a dash then a number identifying, in sequence, the order in which the policy or procedure was adopted that year. For example: this policy was adopted in 2006 and it was the *first* policy adopted in that year. Hence, this is policy 06-1.
  - It will be expected that River City Chapter officers, committee chairman and members shall abide by the approved *Policies and Procedures* of this chapter.
  
- 06-2 Membership dues for River City Chapter membership shall be \$5.00 per year and shall be due concurrent with ANI, Inc. State dues.
  
- 06-3 The principle office of the River City Chapter shall be:

*River City Chapter*  
ABATE of North Idaho, Inc.  
PO Box 2577  
Post Falls, ID 83877-2577
  
- 06-4 The Chapter legislative plan or agenda shall be the following document known as the *Legislative Preparedness Plan* accepted on January 12, 2006.
  
- 06-5, The "nickname" of the River City Chapter shall be the *Rogues*.