

# *Motorcycle Club*

## *Constitution*

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### **ARTICLE 1. NAME AND ORGANIZATION**

This organization shall be known as the "Motorcycle Club." This may be abbreviated as "MC" or extended to "Motorcycle Club."

### **ARTICLE 2. PURPOSE**

Section 2.1 The purpose of the Motorcycle Club (MC) is to promote skilled and educated motorcycling, broaden motorcycle awareness, serve as an advocate for motorcyclists on related issues at ISU and share camaraderie with other motorcycle enthusiasts, students and the Ames community.

Section 2.2 Motorcycle Club abides by and supports established Iowa State University policies, State and Federal Laws.

### **ARTICLE 3. STATEMENT OF COMPLIANCE**

The Motorcycle Club abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. The Motorcycle Club agrees to annually complete President's and Treasurer's Training.

### **ARTICLE 4. NON-DISCRIMINATION STATEMENT**

Iowa State University and The Motorcycle Club do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S. Veteran.

### **ARTICLE 5. MEMBERSHIP**

Section 5.1 Criteria: Membership is open to any ISU student, alumnus, staff or faculty member who has an interest in motorcycles and or motorcycling, and pays dues. Motorcycle ownership is helpful but not required. For status and funding, non-student membership is limited to 20% of members.

Section 5.2 Membership Selection: Membership is open to those who:

- (a) Meet the membership criteria.
- (b) Agree with the club's purpose.
- (c) Be in good standing in terms of conduct.
- (d) Pay dues and agree to abide by club bylaws.
- (e) Not cause non-student members to exceed 50% of the club's overall membership.

Section 5.3 Rights: Each member shall have voting rights and full privileges.

Section 5.4 Any member may be removed for cause by a two-thirds (2/3) majority vote of members present at a business meeting following a discussion of the cause. The vote must be announced to the membership no later than two weeks (14 days) prior to the meeting and must include the date, time and location of both the cause and meeting. Removed members are not entitled to a dues refund.

## **ARTICLE 6. OFFICERS**

Section 6.1 The club shall be administered by the following officers who shall collectively function as the Executive Board: President, Vice President of Sport Bikes, Vice President of Cruisers, Treasurer, Adviser, Webmaster.

Section 6.2 Qualifications:

- (a) All officers must be members as described in Article 3 of these Bylaws.
- (b) Executive Board members must be licensed motorcycle owners and operators.
- (c) The officers of this organization must meet the following requirements:
  - (1) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum cumulative GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office. For undergraduate students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.
  - (2) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.
  - (3) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (1) and (2).

## **DUTIES OF OFFICERS**

Section 6.3 Duties of the President:

- (a) Preside over club meetings, functions and activities not being led by an Event Officer.
- (b) See to the enforcement of the objectives and purpose of this organization.
- (c) Coordinate, direct, and manage the business functions and activities of the club as required to ensure continuity and success of the club and the club objectives.

(d) The President shall inform the Vice President when the President is unable to preside over any club meeting, function or activity.

(e) If there is no Risk Management officer assigned, the President shall assume all responsibilities of risk management as stated in section 6.6.

Section 6.4 Duties of the Sport Bike Vice President and Cruiser Vice President:

(a) To perform the duties of the President in case of absence or inability of the latter.

(b) Serve as the Activities Coordinator in scheduling, planning, and ensuring proper arrangements are made for all club-sponsored activities and events associated with either Sport Bikes or Cruisers respectively.

(c) As necessary performs other duties which may be assigned by the President.

Section 6.5 Duties of the Treasurer:

(a) Maintain an up-to-date membership list available upon request by any member of the Executive Board.

(b) Coordinate reimbursement expenditures through the Executive Board and SOFAS.

(c) Receive, record, and report all monies or property donated to, paid to, or owned by the club.

(d) Keep an account of all receipts and disbursements so that a statement of the financial condition of the club is available upon request by the officers or general membership.

(e) Prepare an end-of-semester report for the Board of Directors to be shared at the first meeting of the following semester.

Section 6.6 Duties of the Risk Manager:

(a) Help minimize potential risks for club activities.

(b) Recommend risk management policies or procedures.

(c) To submit documentation to ISU's Risk Management Office and

(d) To ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

Section 6.7 Duties of the Adviser:

(a) See to it that club officers renew club registration with Student Involvement and Leadership Center at ISU on July 1 or the following business day.

Section 6.8. Duties of the Webmaster:

- (a) Maintain a club website in coordination with computing services at Iowa State University.
- (b) Collect new material and information as needed to keep the website current.

Section 6.9 Duties of the SCC (Sports Club Council) Representative:

- 1. Attend all SCC required meetings
- 2. Inform the club executives of information from SCC meetings

## **ELECTION OF OFFICERS**

Section 6.10 Nominations and applications for Executive Officers shall be made at the business meeting of the first full month of classes in a given semester (September, February) with the exception of Summer. Nominations and applications may also be made by contacting the club Treasurer in writing.

Section 6.11 Candidates for the Executive Officer positions must be current members. Those receiving the highest number of votes shall be elected for that semester and hold office until the election of a replacement. Terms will run roughly from September thru January and February thru August.

Section 6.12 Vacancies in any office shall be filled by a club member in good standing appointed by a consensus of the Executive Board, and shall serve until the next regular election of officers.

Section 6.13 Any officer may be removed from office for cause by a two-thirds (2/3) majority vote of members present at a business meeting following a discussion of the cause. The vote must be announced to the membership no later than two weeks (14 days) prior to the meeting and must include the date, time and location of both the cause and meeting.

## **ARTICLE 7. MEETINGS**

Section 7.1 At least one business meeting will be held each month. Additional business meetings may be called by the President or by a majority request of the Executive Board to accommodate specific club circumstances.

Section 7.2 Social meetings will be held periodically for the purpose of fraternization and to promote club interest.

Section 7.3 The exact dates, times and meeting places will be announced on the club website.

Section 7.4 Meetings of the Executive Board shall be called at the discretion of the President. All club officers shall be given timely notice of such meetings.

Section 7.5 Any three members of the Board can require the President to specify a quorum for decisions.

## **ARTICLE 8. FINANCES AND DUES**

Section 8.1 All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 24 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

Section 8.2 There will be no member dues

Section 8.3 Term length of membership is as follows:

- (a) Fall Semester – July 1 through December 31.
- (b) Spring Semester -- January 1 through June 30.
- (d) Annual – July 1 - June 30.

Section 8.4 Membership dues shall neither be pro-rated nor refunded unless approved by unanimous vote of the Executive Board.

Section 8.5 In the event of dissolution of the club, all funds in the treasury shall be held by the advisor until the club restarts, or the advisor resigns from Iowa State.

## **ARTICLE 9. ADVISER**

- Adviser Duties - The Adviser of this organization shall attend executive meetings, maintain communication with university administration, and assist with the leadership

development of the organization's officers.

- Method of Election/Selection of Adviser(s) - The Adviser of this organization shall be selected by a unanimous decision of the executive officers.
- Adviser(s) Term of Service - The Adviser of this organization shall serve an indefinite term length at their leisure; unless unanimous decision of the officers calls for the removal of the Adviser for any reason.
- Impeachment/Removal of Advisers - Impeachment proceedings for the Adviser shall follow the same format as Officer impeachment proceedings.
- Replacement of Advisers - In the event the Adviser needs replaced, a replacement will be elected using regular election procedures.

## **ARTICLE 10. AMENDMENTS AND RATIFICATION**

Section 10.1 Notification of proposed changes to the Bylaws of the club will be made through the e-mail at least two weeks prior to a meeting at which changes in the Bylaws are to be considered.

Section 10.2 Bylaws may be changed by a simple majority vote of the members present at a regularly scheduled club business meeting and of members absent from the meeting who wish to vote by email to the President. All e-mail absentee ballots must be received no less than one (1) day before the meeting in which the proposed Bylaw change is to be voted on by the membership. The President shall include e-mail ballots after tallying the votes of those present and summarize the results for the record at the same meeting.

Section 10.3 Bylaw changes will take effect upon determination of the final result of the vote.

Section 10.4 Amendments or changes to the bylaws shall note the date of change after the respective bylaw, e.g. "[1 Jul 05]".

## **ARTICLE 11. CONDUCT AND GEAR**

Section 11.1 Any member of the club may be dismissed from a club meeting or club activity as a result of inappropriate behavior. The member shall be warned concerning such inappropriate conduct by any Executive Board member. The following shall be the basis for, but not limited to, inappropriate behavior and disciplinary measures:

(a) Wild, unsafe riding habits, especially any activity which jeopardizes the safety of other persons.

(b) Obnoxious behavior that is detrimental to the image of the club.

(c) Consumption of alcohol or any other potentially impairing substance by a vehicle operator prior to or during any riding event.

Section 11.2 Ratification of Executive Board recommendations for disciplinary action will be ratified by a two-thirds majority vote of the club members in attendance at a regularly scheduled business meeting.

Section 11.3 All members and guests participating in any riding activity:

(a) Are recommended to wear a helmet compliant with Federal Motor Vehicle Safety Standard 218 (FMVSS 218), commonly known as the DOT helmet standard.

(b) Are recommended to wear eye protection such as goggles or a face shield that meets the shatter or impact standards of VESC-8 and or ANSI Z87.1.

(c) Are recommended to wear long pants, over-the-ankle footwear, long-sleeved shirt or jacket and full-fingered gloves.

(d) Shall be licensed, tagged/registered and insured for the vehicle that they are operating.

(e) Shall keep their motorcycle in proper operating condition including but not limited to vehicle equipment and operation requirements set by Iowa law.

(f) Proof of license, registration, insurance can be requested and an inspection of condition and or equipment be done by any club officer and may deny participation for failure to meet 11.3 standards in the interest of group's safety (6.2, 11.1).

## **ARTICLE 12. NON-MEMBER GUESTS**

Section 12.1 Non-member motorcycle owners/enthusiasts are welcome at general meetings, rides, and social gatherings.

Section 12.2 Guests must agree to abide by club rules and standards of conduct.