

# **BY-LAWS**

## **ARTICLE I - NAME**

The name of the Corporation shall be ABATE OF FLORIDA, INC. The Corporation shall have a perpetual existence.

- A) The meaning of ABATE shall be either or:
  - a) **A Brotherhood Against Totalitarian Enactments**
  - b) **American Bikers Aiming Toward Education**

## **ARTICLE II – PURPOSE**

The purpose of this Corporation shall be:

- A) Promote motorcycle safety through education.
- B) Elimination of unfair motorcycle-related legislation.
- C) Protection of personal rights of all motorcyclists.
- D) Improve the image of motorcyclists to the general public.
- E) To provide for a Lobbyist to represent ABATE OF FLORIDA, INC., and to work with Legislators in the interest and protection of all motorcyclist rights on the State and National levels.

## **ARTICLE III – BUSINESS OFFICE**

- A) P.O. Box 2520, DeLand, FL., 32721-2520
- B) Telephone: (386)943-9610 FAX: (386)943-9610
- C) May only be changed by amending the Articles of Corporation.

## **ARTICLE IV – MEMBERSHIP**

- A) Qualifications for Membership and their manner of admission shall be that they are 18 years of age or older.
- B) Active members shall be anyone registered and listed on the current Membership rolls of ABATE OF FLORIDA, INC.
- C) Honorary members shall be such other individuals as the Corporation may elect to so honor.
- D) Members of the local chapters of ABATE shall also be Members of the Corporation upon receipt of their Name, Address, Zip Code, and Expiration date along with ten dollars (\$10.00) from their Chapters.
- E) Dues shall normally be twenty dollars (\$20.00) for Annual Membership and one hundred fifty dollars (\$150.00) for Life Membership.
  - 1) Chapters will submit ten dollars (\$10.00) for Annual Membership and one hundred (\$100.00) for Life Membership to ABATE OF FLORIDA, INC.
  - 2) Future dues are subject to change by a resolution of two-thirds 2/3 vote of the State Delegation.
  - 3) Annual dues are payable on the anniversary of the Member's admission to the Corporation.
  - 4) Membership shall be non-assessable and no-assignable, but shall be transferable among chapters within the state.

- 5) Chapters having a State Board of Directors approved Membership drive, for a specific period of time, may collect a reduced fee, not to be less than the amount normally due to the State Treasury for membership.
- F) Multiple Chapter Memberships are allowed in ABATE OF FLORIDA, INC.
- 1) The member who holds multiple chapter memberships can only vote and hold office in his or her home chapter.
    - a) By default the chapter having the earliest join date will be considered the member's home chapter. A member may submit a written request to either his or her home chapter or the State Membership trustee to change his home chapter designation. The request will go into effect 30 days from the date of the request.
- G) A member of ABATE OF FLORIDA, INC. who does not belong to a recognized Chapter shall be known as an At Large Member.
- 1) Dues for At Large Membership shall be twenty dollars (\$20.00) for annual or one hundred fifty (\$150.00) for Life Membership, payable directly to ABATE OF FLORIDA, INC.
  - 2) At Large Members will receive a State newsletter.
  - 3) An At Large Member, wishing the floor at a State meeting, shall petition the State Secretary in writing, no less than two weeks prior to the State Board of Directors meeting.
- H) The State Delegation shall direct the issuance of Membership cards.
- 1) Each card shall state the period for which it is valid.
  - 2) The form, size, and contents of the Membership card in all other respects shall be fixed from time to time by the State Delegation and ordered through the State Board of Directors.
  - 3) The name and address of each Member and the date of expiration of their membership will be entered on the records of the Corporation.
  - 4) If any card shall become lost, mutilated, or destroyed, a new card may be issued on such terms and conditions as the State Delegation shall determine.
- I) The Membership of any Member of the Corporation shall automatically terminate upon:
- 1) The Member's written resignation delivered to ABATE OF FLORIDA, INC.
  - 2) Non-payment of annual dues. Member will lose seniority after 30 days delinquency.
- J) A Member of the Corporation may be suspended by a four-fifths (4/5) vote of the Delegation. Suspension must be for good cause and requires the Member to be sent notice of their pending suspension by registered mail and be given an opportunity to be heard before the State Delegation. They must be found not to comply with the rules and regulation of ABATE OF FLORIDA, INC., or to have committed an act prejudicial to the purposes or welfare of the Corporation.
- K) Members of other ABATE, or other Motorcycle Rights Organizations, from states other than Florida, are eligible to become Members of ABATE OF FLORIDA, INC., at no charge, for the remainder of their Annual home organizations Membership.
- 1) They must show proof of Florida residency.
  - 2) They must show proof of existing Annual out-of-state Motorcycle Rights Organization Membership.

## **ARTICLE V – STATE OFFICERS**

- A) The affairs of the Corporation are to be managed by the Officers of the Corporation who shall be elected bi-annually (even year) by the State Delegation.

- B) The Executive Officers of the Corporation shall be the President, Vice President, Secretary and Treasurer. The Trustees of the Corporation shall be the Sergeant-at-arms, Membership, Public Relations, Products, Legislative, Newsletter, and Legal Advisor. The Executive Officers and Trustees of the Corporation shall be collectively known as the State Board of Directors.
- C) The term of office for the State Board of Directors shall be for two (2) years, with no maximum number of consecutive terms in office. Elections shall be held at the June State meeting. State Board of Directors must be a Member in good standing to obtain and retain office.
- D) **THE DUTIES OF THE PRESIDENT SHALL BE:**
- 1) To perform the duties of chairperson at all State/Board meetings.
  - 2) To insure accomplishment of duties by other State Board Members in the time frame allotted.
  - 3) Initiate such actions as are necessary to insure the orderly operation of the Corporation.
  - 4) Act as spokesperson for the Corporation before all Business, Government, and Individual Organizations and Agencies.
  - 5) Ex-Officio Member of every committee.
  - 6) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 7) Will appoint a pro-tem to fill a vacant position until next regular meeting when the State Delegation can vote on a person to fill the vacant position.
    - a) Exception: Treasurer to be replaced by vote of Delegation only.
- E) **THE DUTIES OF THE VICE PRESIDENT SHALL BE:**
- 1) To act as assistant to the President and to perform the duties thereof in the event the President shall be incapable of performing those duties.
  - 2) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 3) Chairperson of all committees.
- F) **THE DUTIES OF THE SECRETARY SHALL BE:**
- 1) To act as recording Secretary at all State Board of Directors meetings, regular and special Delegation meetings.
  - 2) To insure completion of all Corporate correspondence, reports and required forms.
  - 3) To receive, record and file records of all activities and business transactions of ABATE OF FLORIDA, INC.
  - 4) To prepare and submit annual written reports, including a financial statement from the Treasurer, to be submitted at the February meeting.
  - 5) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 6) To prepare an agenda for each Board/State meetings.
- G) **THE DUTIES OF THE TREASURER SHALL BE:**
- 1) To receive, record and account for all Corporation's funds in accordance with legal and Corporation policies.
  - 2) To dispense Corporation funds in accordance with the policies established by the State Board of Directors and to maintain records of the same.
    - a) Withdraws from the Corporation's funds shall require two (2) signatures and the approval of the State Board of Directors.
    - b) The President, Vice President, Treasurer, Secretary and Sgt-at-arms shall be authorized to sign checks.
    - c) No two (2) persons in the same household may sign the same check.
    - d) The bearer of the check may not be one of the counter signers.
  - 3) The Treasurer shall be bonded and the State Books shall be maintained by an Accountant annually, or as the need arises for required financial reports.

- a) The Accountant cannot be a member of, or related to a member of the State Board of Directors.
- b) The Accountant must be approved by the State Board of Directors.
- 4) Furnishes such financial records to the State Board of Directors as may be required in the event of an investigation.
- 5) Notifies the State Board of Directors if Corporation funds fall below a minimum operating balance.
- 6) Accomplishes annual audit of financial records and Corporation bank account, and submits financial statements to the Secretary at the February meeting.
- 7) Amounts over one hundred dollars (\$100.00), must be voted on and approved by a majority vote of the seated quorum of the State Board of Directors prior to expenditure.
- 8) Receives all Chapter Treasurers reports on a monthly basis.
- 9) Prepares the yearly State budget for presentation at the December State Board meeting.
  - a) A budget shall be set up by the State Treasurer to pay for expenses incurred in maintaining the State Board of Directors.
  - b) Treasurer will reimburse expenses upon receipt of signed and dated receipt with a statement of how the expenses were incurred.
- 10) Responsible for the completion of the yearly tax returns.
- 11) The State Treasurer's office shall be audited at the conclusion of each fiscal year or when the office changes hands, and the results provided to the State Delegates.
- 12) Is required to maintain a current file of corporate financial records at the State Office.
- 13) Prepare a written report for the State Delegation at each State Meeting.
- 14) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
- H) **THE DUTIES OF THE SERGEANT-AT-ARMS TRUSTEE SHALL BE:**
  - 1) Be in charge of all security arrangements for any and all State events.
  - 2) If usable to attend any scheduled event, shall notify the President at the earliest possible time.
  - 3) Co-ordinate, maintain and secure all State security equipment.
  - 4) Perform additional duties as directed by the President or State Board of Directors.
  - 5) Co-ordinate with Chapter Sergeant-at-Arms.
  - 6) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 7) Responsible for annual inventory report of all ABATE OF FLORIDA, INC. property, to be submitted to the State Secretary before the end of the fiscal year.
- I) **THE DUTIES OF THE MEMBERSHIP TRUSTEE SHALL BE:**
  - 1) Work with the Treasurer, Secretary and individual chapters to maintain the membership records of the Corporation.
  - 2) Co-ordinate with Chapter Membership Officers.
    - a) Obtain and process membership cards for Chapters upon request.  
Responsible for collection of printing and mailing costs from the Chapter.
    - b) Responsible for collection of costs for returned mail.
  - 3) Receive all membership applications and processes same in a timely manner.
  - 4) Maintain all State records of same at the Business office.
  - 5) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 6) Responsible for the co-ordination and recruitment of new chapters and arranging membership drives.
  - 7) Prepare labels for the mailing of the newsletter from the State membership records.
  - 8) Prepare written report of membership for each State Meeting.

- 9) Responsible for issuance of At-Large membership cards.
- 10) Responsible for obtaining and issuing Life Member cards and products.
- 11) Responsible for the collection of membership dues from the Chapters.
- J) **THE DUTIES OF THE PUBLIC RELATIONS TRUSTEE SHALL BE:**
  - 1) All copy is subject to State Board of Director approval prior to release.
  - 2) Acquire and issue news releases to the media.
  - 3) Develop a database of information defining the major media companies.
  - 4) Develop and implement a system by which media releases are systematically issued to the appropriate selected media.
  - 5) Work with Chapters to develop a means of achieving satisfactory local media coverage.
  - 6) Provide reports on activities to State Delegates.
  - 7) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
- K) **THE DUTIES OF THE PRODUCTS TRUSTEE SHALL BE:**
  - 1) Orders, inventories and distributes all State ABATE products.
  - 2) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 3) Submits bi-monthly inventory reports to the State Board of Directors.
  - 4) Submits a annual physical inventory with financial report at the December State meeting.
  - 5) Furnish Chapters with current order forms bi-monthly.
- L) **THE DUTIES OF THE LEGISLATIVE TRUSTEE SHALL BE:**
  - 1) To work in the Legislative/Government relations affairs.
  - 2) To work in Motorcycle Safety/Awareness programs.
  - 3) To work as liaison with other organizations, clubs, and groups, on State and National levels.
  - 4) To get approval from State Board of Directors before a commitment is made on policies.
  - 5) To encourage grass roots participation in the organization and to encourage members to vote and participate politically.
  - 6) To work legislative bills as decided by the State Board of Directors.
  - 7) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
- M) **THE DUTIES OF THE NEWSLETTER TRUSTEE SHALL BE:**
  - 1) To be responsible for printing, publishing, and mailing a bi-monthly newsletter to all members, and complimentary issues to interested parties.
  - 2) To have extra newsletters printed for events, functions, and for promoting ABATE OF FLORIDA, INC.
  - 3) To handle billing of all advertisements, and receiving of fees for such and submit said fees to ABATE OF FLORIDA, INC.
  - 4) To select material for the newsletter so as to portray a positive image of ABATE OF FLORIDA, INC. to the general public.
  - 5) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 6) Will print all By-laws Amendments (proposed & approved).
  - 7) Will print completely revised By-laws every other year (even numbered years).
- N) **THE DUTIES OF THE LEGAL TRUSTEE SHALL BE:**
  - 1) To act as the Registered Agent for the Corporation.
  - 2) Advise the State Board of Directors on legal matters.
  - 3) Remit expense report to ABATE OF FLORIDA, INC. on a monthly basis.
  - 4) Be a present member of the Florida State Bar Association.
  - 5) The legal trustee will not bill ABATE for hours or services as long as he sits on the State B.O.D., unless otherwise authorized by the State B.O.D..
- O) **THE DUTIES OF THE TRUSTEES SHALL BE:**

Assist the President, Vice President, Secretary and Treasurer with Corporation responsibilities as requested or required by the State Board of Directors.

#### **ARTICLE VI – STATE ORGANIZATION**

- A) To act for the general membership in accordance with the majority opinion of the members as reflected by the vote of the State Delegates.
- B) To investigate, report and make decisions on all matters having a direct bearing on the efficiency and effectiveness of the Corporation
- C) To provide the resources necessary for the membership to accomplish organizational goals and objectives.
- D) Two thirds (2/3) presence of the Executive members of the State Board of Directors shall constitute a quorum for the conducting of Corporate business.
- E) Will assist the Chapters with problems, programs and lobbying.
- F) Will be a distribution point for current information.
- G) Will encourage and assist in the organization of new chapters.
- H) Will be the base for all Chapters, with its primary function being to help improve the effectiveness of ABATE OF FLORIDA, INC. in obtaining its goals.
- I) Will promote Voter Registration and participation in Political Elections.

#### **ARTICLE VII - STATE DELEGATION**

- A) There shall be a State Delegation comprised of two members of each Chapter. The delegates purpose shall be to represent the members of their Chapter in the formation of ABATE OF FLORIDA, INC. policy. The delegation shall be responsible for informing their Chapters of the actions and policies of the Corporation.
- B) They shall be paid up members in good standing.
- C) A member of the State Delegation may be removed from the Delegation at any time if a recall vote of their Chapter demands such removal.
- D) A Chapter which fails to send Delegates to two (2) consecutive State meetings shall be considered inactive. A reinstatement fee of twenty-five dollars (\$25.00) will be assessed if the Chapter wishes to reactivate.
- E) The voting members of the Corporation shall be the members of the State Board of Directors and recognized State Delegates.
- F) Delegates shall receive no compensation for their services as Delegates, but may be allowed their actual and necessary expenses to attend State Delegation Meetings, as approved by their Chapters.
- G) Multiple Chapter members can only be a Delegate for one Chapter.

#### **ARTICLE VIII – LOCAL CHAPTERS**

- A) New Chapters will be submitted to ABATE OF FLORIDA, INC. upon presentation of at least ten (10) members and a twenty dollar (\$20.00) Charter fee. Approval of the State Delegation is required.
- B) A potential chapter wishing to be a chapter of ABATE OF FLORIDA, INC. will not choose a name for their chapter that has been used in the past by any former disbanded chapter since the incorporation of ABATE OF FLORIDA, INC.
- C) Will provide ABATE OF FLORIDA, INC. with an up-to-date mailing address for the Chapter and emergency phone numbers.

- D) Will provide ABATE OF FLORIDA, INC. with up-to-date membership data (correct names, addresses with zip codes, and expiration dates) to be mailed by the 5<sup>th</sup> of each month. If a Chapter has no membership activity for the month a negative report must be submitted. If a Chapter is delinquent in submitting the required reports:
- 1) At the first State meeting where a Chapter is determined to be delinquent, the chapter shall lose one (1) delegate vote for each month delinquent
  - 2) If the same Chapter is determined to be delinquent at the following State meeting they shall have no delegate votes. At that time, the Chapter shall also lose its privileges of hosting ABATE events and buying ABATE products.
  - 3) Delegate voting and Chapter privileges shall be reinstated when the State President receives notification from the State Membership Trustee that the delinquent Chapter is up-to-date.
  - 4) If the delinquent Chapter fails to bring its reports up-to-date by the third (3) consecutive month, they shall fall under the rules for disbandment.
- E) Upon receiving membership cards from the ABATE OF FLORIDA, INC., the Chapters are responsible for filling in data and distribution of membership cards to members.
- F) Will submit copies of all local event notices, newsletter, media releases, letters to legislators, and flyers to ABATE OF FLORIDA, INC.
- G) Chapters will be responsible for mailing financial reports to ABATE OF FLORIDA, INC. by the 5<sup>th</sup> of each month. If a Chapter is delinquent in submitting the required financial reports:
- 1) If a report is determined to be late by the State Treasurer, notwithstanding that no tax is shown to be due thereon, a penalty in the amount of \$50.00 for each month or portion thereof, not to exceed \$300 in the aggregate.
  - 2) If the same chapter misses a second consecutive report the chapter will lose its privilege of hosting ABATE events and buying ABATE products.
  - 3) If the delinquent Chapter fails to bring its report up-to-date by the third (3) consecutive month, they shall fall under the rules for disbandment.
  - 4) All privileges will be reinstated when the State President is notified by the State Treasurer that all the delinquent chapters reports are up to date.
- H) Chapter will be responsible for:
- 1) Coordinating ABATE functions within their area.
  - 2) Establishing programs that will promote and protect the interests of their members at the City and County levels.
  - 3) Obtaining, when feasible, a legislative advocate to work with the State Legislative Trustee.
- I) Chapters will donate a minimum of 20% of all profits from any and all Chapter profits, excluding membership.
- J) Will be considered disbanded for any of the following reasons:
- 1) Less than 10 current, paid up members.
  - 2) Failure to send delegates to three (3) consecutive meetings.
  - 3) Failure to have formal communication for a period of six (6) months with the State Board of Directors from Chapter Board of Directors.
  - 4) Failure to submit or maintain up-to-date financial or membership reports for three (3) months.
- K) When a Chapter is found to meet the grounds for disbandment, or requests disbandment in writing with signatures of at least three (3) Chapter Executive Board members:
- 1) Their Treasury holdings, books, records, receipts and material goods will be picked up by State Security.

- 2) All remaining current members will be notified by the State Membership Trustee of disbandment actions and placed as At Large Members and given the opportunity to transfer to another chapter.
- L) No chapter will furnish security for non-ABATE functions.
- M) When a chapter Board of Directors wishes to disband, the chapter Board of Directors must notify the State Board of Directors of it's intent. The State Board of Directors shall appoint a trustee to oversee the vote (to disband). Further the trustee shall call all members of the chapter and determine if there are at least ten (10) members that want to keep the chapter active. If there are at least ten (10) members the State Board of Directors shall be advised of all members who want the chapter to remain active. These members shall then be given the opportunity to elect a new Board of Directors under the guidelines of the trustee or the State President. If a new Board of Directors, with at least four officers, which must include the President, VP, Secretary and Treasurer cannot be elected from the membership of the chapter, then the chapter Board of Directors may disband the chapter in accordance with (State) ABATE's By-laws or the State S.O.P. (to be enacted).

### **ARTICLE IX – CHAPTER OFFICERS**

- A) The affairs of the Chapter are to be managed by the Officers of the Chapter who shall be elected a minimum of one year by the members of the Chapter.
- B) The Executive Officers of the Chapter shall be the President, Vice-President, Secretary, Treasurer. The Trustees of the Chapter shall be the Sergeant at Arms, Membership, Public Relations, Products, Newsletter, Two (2) State Delegate/Legislative. The Executive Officers and the Trustees of the Chapter shall be collectively known as the Chapter Board of Directors.
- C) The term of office for the Chapter Board of Directors shall be for a minimum of one (1) year or more, with no maximum number of consecutive terms in office at the chapters discretion. Chapter elections shall be held in June. Chapter Board of Directors must be a member in good standing to obtain and retain office.
- D) **THE DUTIES OF THE PRESIDENT SHALL BE:**
- 1) To perform the duties of chairperson at all Chapter/Board meetings.
  - 2) To insure accomplishment of duties by other Chapter Board members in the time frame allotted.
  - 3) Initiate such actions as are necessary to insure the orderly operation of the Chapter.
  - 4) Act as spokesperson for the Chapter before all Business, Government, and Individual Organizations and Agencies.
  - 5) Ex-Officio member of every committee.
  - 6) Will appoint a pro-tem to fill a vacant position until the next regular meeting when the membership can vote on a person to fill the vacant position.
  - 7) Exception: Treasurer will be replaced by vote of the membership only.
- E) **THE DUTIES OF THE VICE PRESIDENT SHALL BE:**
- 1) To act as assistant to the President and to perform the duties thereof in the event the President shall be incapable of performing those duties.
  - 2) Chairperson of all committees.
- F) **THE DUTIES OF THE SECETARY SHALL BE:**
- 1) To act as recording Secretary at all Chapter/Board of Directors meetings.
  - 2) To insure completion of all Chapter correspondence, reports and required forms in a timely manner.
  - 3) To receive, record and file records of all activities and business transactions of the Chapter.

- G) THE DUTIES OF THE TREASURER SHALL BE:**
- 1) To receive, record and account for all the Chapter's funds in accordance with legal and Corporation policies.
  - 2) To dispense Chapter funds in accordance with the policies established by the Chapter Board of Directors and to maintain records of the same.
    - a) Withdrawals from the Chapter's funds shall require two (2) signatures and the approval of the Chapter Board of Directors.
    - b) The President, Vice President, Treasurer, Secretary and Sgt-at-arms shall be authorized to sign checks.
    - c) No two (2) persons in the same household can sign the same check.
    - d) The bearer of the check may not be one of the counter signers.
  - 3) Maintains and furnishes such financial records to the Chapter Board of Directors as may be required.
    - a) All financial reports must be sent to ABATE OF FLORIDA, INC., and must be mailed by the 5<sup>th</sup> of each month.
    - b) All financial reports must be accompanied by original receipts, related paper work and all money owed.
    - c) All financial reports must have the President's and Treasurer's signature.
  - 4) Notifies the Chapter Board of Directors if Chapter funds fall below a minimum operating balance.
- H) THE DUTIES OF THE SERGEANT-AT-ARMS TRUSTEE SHALL BE:**
- 1) Be in charge of all security arrangements for any and all Chapter events.
  - 2) If unable to attend any scheduled event, shall notify the President at the earliest possible time.
  - 3) Co-ordinate, maintain and secure all Chapter equipment.
  - 4) Perform additional duties as directed by the President or the Chapter Board of Directors.
  - 5) Co-ordinate with the State Sergeant-at-Arms at State Events.
  - 6) Responsible for annual inventory of all Chapter property, to be submitted to the State Sergeant-at-Arms before the December State meeting.
- I) THE DUTIES OF THE MEMBERSHIP TRUSTEE SHALL BE:**
- 1) Work with the Treasurer, Secretary to maintain the membership records of the Chapter.
  - 2) Co-ordinate with the State Membership Trustee.
  - 3) Receive and maintain all Chapter membership applications and process same.
  - 4) All membership reports must be mailed to ABATE OF FLORIDA, INC. by the 5<sup>th</sup> of each month. If a Chapter has no membership activity for the month a negative report must be submitted.
  - 5) Responsible to co-ordinate recruiting new members, and arranging membership drives.
  - 6) Will give each new member a copy of these By-laws at the time of their membership.
  - 7) Responsible for issuing membership cards indicating proper name and expiration date.
- J) THE DUTIES OF THE PUBLIC RELATIONS TRUSTEE SHALL BE:**
- 1) All copy is subject to Chapter Board of Directors approval prior to release.
  - 2) Acquire and issue news releases to the media.
  - 3) Develop a database of information defining the media companies.
  - 4) Develop and implement a system by which media releases are issued to the appropriate selected media.

- 5) Work with the State Public Relations Trustee to develop a means of achieving satisfactory local media coverage.
  - 6) Provide reports on activities to the Chapter Board of Directors.
- K) **THE DUTIES OF THE PRODUCTS TRUSTEE SHALL BE:**
- 1) Orders, inventories and distributes all Chapter products.
  - 2) Submit an annual physical inventory with the December financial report.
  - 3) Responsible for the collection of all product money, and remit proceeds of the same, with expense report to the Chapter Treasurer on a monthly basis.
- L) **THE DUTIES OF THE NEWSLETTER TRUSTEE SHALL BE:**
- 1) To be responsible for printing, publishing, and mailing a newsletter to all members, and complimentary issues to interested parties.
  - 2) To have extra newsletters printed for events, functions, and for promoting ABATE OF FLORIDA, INC.
  - 3) To select material for the newsletter so as to portray a positive image of ABATE OF FLOIRDA, INC. to the general public.
  - 4) To obtain advertising for the newsletter and remit proceeds of the same, with expense reports to the Treasurer on a monthly basis.
- M) **THE DUTIES OF THE STATE DELEGATE AND OR LEGISLATIVE TRUSTEE SHALL BE:**
- 1) To attend all the regular and special State Meetings.
    - a) Distribute all paperwork to the appropriate Officers.
    - b) Responsible (by signature) for the delivery of Life Member card to the member.
  - 2) To keep the Chapter informed on all State and National news.
  - 3) To work with the State Legislative Trustee on all related items.

#### **ARTICLE X – STATE MEETINGS**

- A) The regular scheduled meetings of ABATE OF FLORIDA, INC. shall be held the second Saturday of every other month (FEBRUARY, APRIL, JUNE, AUGUST, OCTOBER and DECEMBER). The State Board of Directors shall meet at 12:00 noon, the State Delegates meeting shall meet at 2:00P.M..
- B) The State Board of Directors of the Corporation may call a special meeting at anytime as deemed necessary, with notification of any special meeting being mailed to each Chapter 14 days in advance.
- C) No Chapter will have an event on the same weekend as a State function or State meeting within 100 mile radius, expect in December.

#### **ARTICLE XI – STATE ELECTIONS**

- A) All elective offices of ABATE OF FLORIDA, INC. shall be filled at the last regularly scheduled meeting (June) of every other (even) year.
- B) All offices shall be held for a term of two (2) years, with no maximum number of consecutive terms in office.
- C) No one person shall run for more than one (1) office per term.
- D) A person running for any of the Executive Officer (President, Vice-President, Secretary, and Treasurer) positions must have attended a minimum of 8 out of the last 12 State meetings prior to their nomination being accepted.
- E) A Supervisor of Elections shall be appointed by the State President prior to the opening of nominations.
- F) Nominations shall open two (2) meetings (Feb.) prior to the elections.

- G) Nominations shall close at the end of Old Business at the meeting prior to the elections (April). At the close of nominations a committee of three (3) non-candidates shall be appointed by the delegation to make, distribute, collect, and count the ballots. The chairperson of the committee shall be the Supervisor of Elections.
  - 1) Results will be announced upon completion of the count.
  - 2) Ballot tally will also be announced.
- H) Election of the State Board of Directors shall begin at the end of Old Business at the June meeting.
- I) The new State Board of Directors shall take their position before the open of new business.
- J) Any elected officer may be removed from office by two thirds (2/3) vote of the State Board of Directors and/or State Delegation.
- K) Resignation from an elected position must be in writing and submitted to all State Board of Directors.
- L) Must be a Member in good standing with ABATE OF FLORIDA, INC.. Also any person running for any and all offices must be present the day of elections to accept office: persons not present will be considered withdrawn from election. Persons may be excused with proper notification to state.

## **ARTICLE XII - MISCELLANEOUS PROVISIONS**

- 1) The fiscal year of the Corporation shall be January 1 to December 31.
- 2) The State Board of Directors, except as otherwise provided by these By-Laws, may by resolution authorize any officer or agent of the Corporation to enter into any contract or execute and deliver any instrument in the name of the Corporation, and such authority may be general, or to any specific instances. Such authority must be in writing.
  - a) \$1,500 shall be the limit for any expenses without a vote of the State Delegation.
- 3) The State Treasury would limit reimbursements, when requested by a Chapter, for meeting rooms for State meetings to a maximum of \$250.00 per meeting. Hosting Chapter will be responsible for set up, parking lot security, refreshments, coffee, and clean up.
- 4) The State Board of Directors will determine the admission fees at all State events.
- 5) Paid members of other ABATE Organizations, and other M.R.O.'s (Motorcycle Rights Organization) shall be eligible for member discounts at all events, when proof of membership is presented prior to admission.
- 6) Special admission passes may be issued from time to time, with the color, and content of the card to be selected by the State Board of Directors.
  - a) The person named on such card shall be admitted into any ABATE event State or local at no charge after providing proof of identification along with the card.
  - b) This does not include events where there is a prize that is determined by entrance fees such as Poker Runs or Bike Shows, etc.
  - c) These cards are non transferable.
- 7) **NO PETS** of any kind are to be admitted into any ABATE event.
  - a) Exception: Physical assistance animals.
- 8) No chapter shall be eligible for a loan if either their treasurer or membership report is delinquent at the time the loan is requested. A delinquent chapter shall become eligible when report (s) are turned in and approved by the respective state officer. At that time, the state board of directors may approve and dispense the loan previously approved by the state delegation.
- 9) Any elected officer, State or Chapter, can be removed from office by two-thirds vote.

- 10) Chapters may have their own By-laws as long as they do not violate State Corporate Operating Procedures or State By-Laws; either in content, intent, or spirit. In doing so, such By-Laws are considered void. Chapter By-Laws must be on file with ABATE OF FLORIDA, INC.
- 11) The Corporation mailing list will not be given out to any other group or corporation or for personal use by anyone in ABATE OF FLORIDA, INC. (past or present).
- 12) The State and all Chapters shall obtain Liability Insurance for any event in which an admission fee is charged or food and/or beverages are served. Under no circumstances shall the State or a Chapter host or hold an event in which alcohol is served by the State or Chapter, without first obtaining an Alcohol permit and Alcohol Liability Insurance. All alcohol permits shall be obtained through the procedure established by the State and will have the signature of the State President. No alcohol permit will be obtained for a charity event. Chapters may obtain a maximum of three (3) permits in any 12 month period.
- 13) No chapter shall host, sponsor or financially contribute to any event or function that does not maintain 100% of its income to benefit ABATE of FLORIDA, Inc. for a period of one (1) calendar year from the time it receives its charter.

### **ARTICLE XIII – PARLIAMENTARY AUTHORITY**

The rules contained in the Modern Edition of Robert’s Rules of Order shall govern the Organization in all cases where they are not inconsistent with these By-Laws and any special rules of order the Organization may adopt.

### **AMENDMENTS TO THE BY-LAWS**

- A) These By-Laws may be amended or added to.
- B) Any proposed amendment shall be submitted in writing to the Board of Directors 10 days prior to the State meeting at which time it is to be discussed.
- C) Limit amendments on any one topic to once every two years, or as needed to conduct business.
- D) A two-third (2/3) vote of the State Delegation shall be required to pass any amendments to these Articles.

### **EFFECTIVE DATE**

- A) These By-laws were revised as of February 11, 2006 and supersede all others.