

CHARTER and BY-LAWS

ARTICLE I

Name and Authority

The name of this organization shall be the **Eifel Riders, Green Knights Chapter 27** and hereafter referred to as the **ERGK**. They shall have the authority to operate on Spangdahlem A.B. only with the consent of the installation commander. Operation depends on compliance with the requirements and conditions of this charter, Air Force instructions, installation instructions, state laws and associated by-laws and all applicable directives and policies.

ARTICLE II

Purpose, Goals, and Objectives

PURPOSE: To establish and maintain a spirit of comradeship and esprit de corps that will enhance the prestige of all motorcycle riders, encourage on-going rider education and skills development, and reduce the potential of motorcycle mishaps. Set an example for all personnel according to the standards, traditions, and customs of the United States Armed Forces. To operate and conduct itself in a manner that provides equal opportunity and treatment for all motorcyclists.

GOALS:

1. The **ERGK** will seek to improve morale, promote rider awareness and skills improvement. The **ERGK** will seek to enhance the base and local community relationship through community service efforts and events by unifying and combining the unique and individual talents of the **ERGK** members.
2. Each member is encouraged to actively participate, to support the objectives of the **ERGK** by setting a positive example, and to promote the safety and welfare of all members.

OBJECTIVES:

1. Provide each member with the collective knowledge, experience, and influence of the **ERGK**, thereby positively affecting motorcycling on and off the installation.
2. Improve rider skills through mentorship for new riders and continuing education for all riders.
3. Establish an effective means of communication with all members to exchange ideas and keep attuned to changes in attitudes and behaviors of installation riders.

4. Promote the positive status of motorcycle riders of all services in the United States Armed Forces.
5. Promote and support safety recognition programs.
6. Introduce new riders to the **ERGK** and familiarize them with the goals and objectives of the **ERGK**.
7. Promote social gatherings upon the base as well as with local community leaders.
8. Plan for and promote the use of designated driver and other effective DWI prevention programs with all **ERGK** sponsored, organized or attended events where alcoholic beverages may be consumed.
9. Provide a forum wherein any policy, program, or problem of interest to the members in general, and wing leadership in particular, may be discussed freely.
10. Assist in maintaining a high state of group morale and esprit de corps, while encouraging the highest standards of safety, bearing, and behavior.
11. Improve the morale and welfare of the **ERGK** members and their family members.
12. Invite guest speakers to talk about topics of interest to the members, with emphasis on safety, rider skills, and community/family enhancement.

ARTICLE III

Members and Dues

SECTION A: Membership in the **ERGK** shall be strictly voluntary and without regard to race, color, religion, sex, national origin, age, or handicap. Membership will not be granted to any Prospect or member of a known or unknown outlaw motorcycle club. Full members must have a motorcycle endorsement on their license and maintain insurance as required by law. All active duty military members and civilian employees (as required by Department of Defense (DoD) and service instructions) will have a Motorcycle Safety Foundation (MSF) RiderCourseSM completion card. All members must be aware that they are jointly and severely liable for the obligations of the **ERGK**. Membership shall consist of four categories as defined below:

1. **Full Member:** Any individual, who is a military or civilian federal employee or the spouse thereof, or a military I.D. holder, is eligible for membership. A full member has demonstrated being in alignment with the principles, philosophy and by-laws of the club. The full member has voting privileges and follows the organization's by-laws. A full member (and only a full member) is allowed to wear the full back-patch, if they choose. A full member is expected to respect his/her brother and sister organizational members and to show this same level of respect to any member of any other organization. To remain a full member, fees must be paid to date. A full

member will have full voting privileges, discounts, and eligibility to run for Committee and/or Office.

2. **Associate Member:** Any individual that does not operate a motorcycle, but rides as a passenger. Must be sponsored by a full member in good standing with the *ERGK*. An associate will receive a front patch. A associate will not have the privilege to vote or run for Committee. No Green Knight may sponsor more than two Associate.
3. **Social member:** This level of affiliation consists of people who support and participate in rides and events but have not become a full member yet. A social member will abide by and be subject to all laws presented in the by-laws of the *ERGK* when participating in organizational function and/or rides. A Social member will not have the privilege to vote or run for Office.
3. **Honorary Member:** A member “adopts” as one of their own. Honorary membership may be extended to any person who obtains majority vote of the active full members present at any membership meeting, except as mentioned below. They are not a true member, but will be permitted to wear the patch set forth by the *ERGK*. Such membership shall be restricted to individuals who have taken positive actions that support the *ERGK*'s purpose, principles, and objectives. Said members will not be required to pay dues and will have no voting privileges.
4. **Inactive Member:** Any individual mentioned above, whose fees are 30 days delinquent. An inactive member is not authorized to vote nor make any motions. However, an inactive member may present information that may be critical to the *ERGK* during debates, if so approved by the President. Members will be issued a 30-day delinquency notice prior to being placed on the inactive member roster.

SECTION B: Active participation and support of projects, activities, and functions of the *ERGK* are encouraged and are the responsibility of every member.

SECTION C: Membership may be denied or withdrawn from full, honorary, or inactive members under the conditions prescribed by the officers of the *ERGK* in accordance with Article III, sections A and D, of this charter and Article I of the by-laws (See Road Captains). Membership may terminate at the written request of the member.

SECTION D: Any member convicted of a DUI/DWI will be suspended from full and honorary membership status in the *ERGK*, becoming an inactive member, and shall forfeit all fees paid to date. Suspension of full membership will be based upon actual loss of base privileges as deemed appropriate by command authorities, based on legal authority.

ANNUAL CLUB DUES:

- | | |
|--|---|
| 1. Full Member:
- includes discounts at club functions | \$48.00 first year, \$30.00 following years |
| 2. Associate Member
- includes discounts at club functions | \$15.00 |
| 3. Social Member: | None |
| 4. Honorary Member: | None |

BY-LAWS

The following By-Laws are set forth for the normal operation and administration of the **ERGK** and will be directed on, and act as a guide for, the **ERGK** officers and members.

ARTICLE I Officers, Their Duties, Member Duties and Laws, and Elections

SECTION A: (Elected Officers) The following **ERGK** officers will be elected in accordance with the charter of the **ERGK**, to serve a period of one year **1 Dec - 31 Nov**. The position of President must be held by an active duty member or DoD civilian employee to maintain continuity with the installation's leadership and assure direct association with the installation's workforce. There are no restrictions for other elected officers.

1. President
2. Vice President
3. Sergeant-At-Arms
4. Secretary
5. Treasurer
6. Public Affairs Officer

The **ERGK** officers' election, removal, powers, and responsibilities shall be governed according to the rules contained in "The New Robert's Rules of Order" except when it is inconsistent with this charter and associated by-laws.

SECTION B: (Duties of Officers)

PRESIDENT

The duties are as follow:

1. Manage the **ERGK** according to its Charter, By-laws, and "The New Robert's Rules of Order."
2. Ensure the standardization of rituals is maintained.
3. Guide and strengthen newly elected officers and initiate them to the duties levied upon them by their duly appointed positions.
4. Preside at all membership and special meetings.

5. Set dates for membership, special, and executive committee meetings.
6. Appoint committee members on a voluntary basis.
7. Appoint members to fill elected officer positions if there are three months or less remaining on present term when the elected officer is unable to complete the current term. A special meeting will be scheduled for a temporary election for the vacant position when more than three months are remaining on their term.
8. Appoint points of contact (POCs).
9. Chair Executive Committee.
10. Authorize expenditures, not to exceed **\$200.00** per purchase, between scheduled meetings of the membership, or electronic meetings (email) in lieu of the latter, with concurrence of the Treasurer. Expenditures over the set limit must be approved by a full member vote, 80% rule applies.
11. Establish Special committees and appoint committee chairpersons as required.
12. Distribute a tentative agenda for the next membership meeting.
13. Appoint officers to the following non-elected positions as he/she sees fit.
 - a. **MENTOR(S)**
 - i. Will observe and assist new riders.
 - ii. A mentor is defined as “a trusted counselor or guide.” Mentoring, therefore, is a relationship in which a person with greater experience and wisdom guides another person”.
 - iii. The mentor will use available training and promotional resources to encourage safe responsible riding techniques and skills.
 - b. **WEBMASTER**
 - i. Maintains the **ERGK** web site and ensures all information on the site is current.
 - ii. Works in tandem with secretary to keep club’s electronic information accurate.
 - c. **ROAD CAPTAINS** (*four*)
 - i. Responsible for thorough planning of club rides and routes thereof.
 - ii. Ensures ride-rules are explained to all riders at each event.

VICE PRESIDENT

The duties are as follows:

1. Assume duties of the President in his/her absence.
2. Appoints Nominating Committee members.
3. Serve as member of Executive Committee.

SERGEANT-AT-ARMS

This position is equivalent to the United States Air Force First Sergeant position.

The duties are as follows:

1. Enforce all the rules within the by-laws and ensure members arrive on time to events and meetings.
2. Empowered to question a rider's actions that may be unbecoming.
3. Contact other motorcycle organizations to coordinate joint rides with the Presidents' approval.
4. Ensure all members ride and conduct themselves in a proper and safe manner.

SECRETARY

The duties are as follows:

1. Record the minutes of membership meetings and take attendance.
2. Distribute meeting minutes within 14 calendar days (via e-mail if capability exists).
3. Maintain a completed file of **ERGK** correspondence.
4. Issue annual election ballots, either by hand or electronic POLL.
5. Serve as member of the Executive Committee.
6. Provide other administrative support required by the **ERGK**.
7. Attest to the authentication of documents and any other actions by the President in the name of the **ERGK**.
8. Maintain an **ERGK** e-mail folder (if capability exists).
9. Works in tandem with the webmaster to keep club's electronic information accurate.

TREASURER

The duties are as follows:

1. Collect and receipt for membership fees (if applicable).
2. Issue and accept membership applications/resignations.
3. Maintain POC roster and make available to the **ERGK** (via e-mail if capability exists).
4. Maintain **ERGK** checking account(s).
5. Maintain membership roster and make available to the **ERGK**.
6. Read monthly financial report at each membership meeting.
7. Provide financial report to the **ERGK** and any 'overseeing' organization [i.e. Services]. (via e-mail if capability exists)
8. Serve as member of the Executive Committee.

PUBLIC AFFAIRS OFFICER

The duties are as follows:

1. Develop a working relationship with AFN and other media representatives.

2. Responsible for preparing information through news releases, photographs, radio and television informational channels.
3. Will work closely with both the Secretary and the Webmaster to advertise organizational events, rides, and activities for the organization.
4. Photographs **ERGK** events and members participating in/at events.

ROAD CAPTAINS

The duties are as follows:

1. Create rides appropriate to all motorcycle types (cruiser, sport, standard, touring, etc.)
2. Research and advertise rides sponsored by other organizations that are consistent with the charter and by-laws of the **ERGK** and will not be a threat to the image or safety of the members of the **ERGK**.
3. Consult with the President and the Sergeant-At-Arms when creating and coordinating rides.
4. Lead the **ERGK** in formation riding or parades. The Road Captains will give riding instructions to all riders prior to the start of a ride.
5. Enforce all rules of group riding.
6. Road Captains shall have the unchallenged right to terminate a member's participation in a given ride if he/she feels that member is putting the **ERGK's** safety at risk. Upon request of a Road Captain, the President may suspend the member pending the lodging of an official complaint. All members have the right to appeal before the members and will abide by the decision of the members--majority rules.
7. One Road Captain will always ride point and set the pace. Another Road Captain will always ride drag/sweeper to assure the safety of the **ERGK** from behind and assist members with mechanical problems.

SECTION C:

MEMBER DUTIES AND LAWS

1. Members will above all, uphold the basic principles of **Charity, Honor, Truth, Respect, Support, Loyalty and Commitment**. Any member wishing to join the **ERGK** must abide by, embrace, and practice these principles, particularly when involved with organizational or inter- organizational business.
2. When representing the organization on and off the installation, all members will conduct themselves with the highest regard of the organization's principles. The organization must not be tarnished by unrestrained behavior, disrespect of fellow citizens, or acts that generally reflect poorly on the organizations image and/or reputation.
3. Members will not endanger the organization or any member by participating in any illegal act or acts. If a member is arrested for illegal activities they will be automatically suspended from organizational activities and if found guilty of the offense(s) they will be dismissed.
4. Each member serves as a Safety Officer. Each member is responsible to identify and correct any condition that threatens the welfare of members or the general public.

- Any willful act of unsafe riding witnessed by a fellow member(s) could result in denial of membership. Members may plead their case at the next meeting.
5. Activities will be conducted to encourage participation by all members and no laws will be enacted which favor or separate members by the type of motorcycle they ride.
 6. It is the intent of this organization to have all members own and ride a motorcycle to remain a full member. If a members' motorcycle is given up or removed from their possession, a grace period of four months will be granted before membership is revoked. The member may petition for an extension of their membership to the Executive Board at the meeting on the last month of their grace period.
 7. No member will ride under an impaired physical condition. It is the member's responsibility to maintain themselves within legal limits imposed by the state in which they are operating their motorcycle, the Department of Defense, the United States Air Force, and Spangdahlem A.B. Every member will make every effort to prevent another member from riding in an impaired condition.
 8. Members will always hold the organization in the highest regard. A member will never angrily accost, assault, or slander any other fellow member.
 9. Any member that endangers the organization, other riders, civilians, or another organization by riding in an unsafe manner will be automatically dismissed from the organization. At the next **ERGK** meeting, the individual may plead their case before the main body.
 10. If any member asks for assistance, every member is expected to do everything within their power to provide aid.
 11. Members will do their best to protect all members of this organization. If a member provokes an incident, members will do their best to resolve the matter in a peaceful manner and deal with the offending member as quickly as possible. The Sergeant-At-Arms will perform a full investigation and, with the concurrence of 80% of the committee, determine if the member will be terminated from the organization, sanctions placed upon, or absolved of blame.
 12. Members will embrace and encourage an atmosphere of skill improvement, responsible riding, and riding enjoyment and discourage aggressive, competitive, and potentially self destructive riding behaviors.

SECTION D: (Elections, Voting, and Officer Removal)

ELECTIONS

Election of **ERGK** officers shall be done annually during the November general membership meeting. Nominations will be accepted between the October-November general meetings. Email and the web based forum will be used if possible for nominating and accepting officer positions. Floor nominations will not be accepted unless the candidate is present and verbally accepts, or has provided an affidavit/email accepting the nominated position. Nominees should have enough retainability to complete the term for which they are being nominated.

VOTING

Voting for the election of officers will be by secret ballot. Voting on all other **ERGK** business will be by a show of hands with the majority ruling, or as stated below. Ballots for the annual election will be provided to all full members in good standing. Any member with outstanding debts to the club may obtain a ballot prior to the election by paying their outstanding balances. For those full members unable to attend the November general membership meeting, absentee ballots may be obtained from the **ERGK** secretary directly or via electronic means (email). The candidate for each position with the most votes wins.

OFFICER REMOVAL

ERGK officers may be removed from office for cause with due process, as necessary, by request of the two-thirds of the full membership in the form of a signed petition.

ARTICLE II Back Patch

LARGE BACK-PATCH

1. Colors and design of the patch are the property of the Green Knights Motorcycle Club (National).
2. Trademark use has been granted to all **ERGK** chapters and its members.
3. Full members are encouraged to wear their Green Knight Patch to all **ERGK** events, rides, and meetings.
4. If a member is officially representing the club, THEY WILL BE HIGHLY ENCOURAGED TO WEAR THEIR GREEN KNIGHT PATCH.
5. Additional patches may be purchased by members thru the organization.

ARTICLE III Meetings of the *ERGK*

SECTION A: (General Membership Meeting) Shall be held once a year, in November, for the purpose of electing new officers, and disseminating other business. Motions/solutions and revisions/amendments will carry a simple majority of positive votes.

SECTION B: (Regular Membership Meeting) Shall be held monthly as so stated in the by-laws for the purpose of conducting business that may be brought before the **ERGK**, listening to guest speakers, etc. Motions/resolutions and revisions/amendments will carry a simple majority of positive votes.

ARTICLE IV Revisions, Adoptions, Amendments, and Review

Recommend Approval

Sean Anderson
Sergeant-At-Arms

Recommend Approval

Joe Brandon
Public Affairs Officer

By my hand, this document is approved as official.

Brian Signal
President

