

Combat Veterans Motorcycle Association Auxiliary
Auxiliary By-Laws
Revised July 7, 2018

Mission Statement

The mission of the CVMA-Auxiliary Unit is to create and foster a caring and appreciative environment for CVMA members. The focus of the CVMA=Auxiliary is to help CVMA accomplish its mission of Veterans Helping Veterans by offering support to CVMA Veteran related causes on national and state levels. The Auxiliary's main goal is to provide moral support and cultivate relationships; we want those who served and/or fought for this country to know they truly are respected and welcomed home.

Table of Contents

<u>ARTICLE 1</u>	NAME, EMBLEM	page 2
<u>ARTICLE 2</u>	OBJECTIVES	page 4
<u>ARTICLE 3</u>	MEMBERSHIP	page 5
<u>ARTICLE 4</u>	MEMBER DUES	page 7
<u>ARTICLE 5</u>	ELECTIONS	page 8
<u>ARTICLE 6</u>	DUTIES OF OFFICERS	page 9
<u>ARTICLE 7</u>	STATE CHAPTERS	page 11
<u>ARTICLE 8</u>	MEETINGS	page 12
<u>ARTICLE 9</u>	DELEGATIONS	page 13
<u>ARTICLE 10</u>	AMENDMENTS	page 14
<u>ARTICLE 11</u>	Conflict of Interest Statement	page 15
Appendix of Amendments and Corrections		page 16

ARTICLE 1 NAME, EMBLEM

The name of the group is Combat Veterans Motorcycle Association, Auxiliary hereafter called CVMA-Auxiliary. Use of the CVMA-Auxiliary emblem/logo is the sole property of CVMA and CVMA-Auxiliary.

Section 1 (a). The Auxiliary unit of the Combat Veterans Motorcycle Association is a national association of eligible members heretofore chartered by the Combat Veterans Motorcycle Association. Therefore, the CVMA-Auxiliary association shall be subject to the control of the CVMA National President, the CVMA Executive Board and as such by the CVMA By-laws. Principal office of the Combat Veterans Motorcycle Association Auxiliary unit will be located at the following address: 2825 Antioch Road, Shelbyville, KY 40065. (2016)

- a. Change of Address. The designation of the county or state of Combat Veterans Motorcycle Association Auxiliary principal office may change by amendment of these bylaws. The board of Officers may change the principal office from one location to another within the named country by noting the changed address and effective date below, and such changes shall not be deemed minor, and will require an amendment of these bylaws.
- b. Other Offices. The Combat Veterans Motorcycle Association Auxiliary may also have offices at such other places, within or without its state of incorporation, where it is qualified to do business, as its business and activities may require, and as the board of directors may from time to time, designate.

Section 1 (b) IRS Section 501(c)(3) Purposes. Combat Veterans Motorcycle Association Auxiliary: Said organization is organized exclusively for charitable, religious, educational and scientific purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code. The CVMA Executive Board has the authority to change the CVMA Auxiliary bylaws if any part is found to be in conflict with Federal or TN state tax laws.

Dissolution Clause: Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any federal tax code, or shall be distributed to the federal government, or to state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized or operated exclusively for such purposes.

Section 2. The Auxiliary unit of the Combat Veterans Motorcycle Association shall be governed by by-laws, rules and regulations and by lawful orders issued by the Executive Board of the CVMA-Auxiliary unit, provided such by-laws, rules, and regulations and orders *do not* conflict with the CVMA national association's bylaws/directives/policies. *Changes to the by-laws must be approved by the CVMA National Board of Directors.*

Section 3. The CVMA-Auxiliary patch and logo cannot be reproduced without license from the NBOD. The emblem of the Combat Veterans Motorcycle Association is in the shape of a skull encompassed by the following colors: red, representing the blood that has been shed on the battlefield; military gold, representing all branches of the military service of the United States; and black, representing the heavy hearts possessed for those who gave their lives and for those that are considered missing in action or prisoners of war. The Skull and ace of spade represents the death that war leaves in its wake. The word Auxiliary denotes spouse, widow or widower of a CVMA member.

ARTICLE 2 OBJECTIVES

The Auxiliary unit of the Combat Veterans Motorcycle Association was formed as a support group for the Combat Veterans Motorcycle Association. The CVMA-Auxiliary unit aims to assist CVMA in:

Section 1. Promoting interest in various forms of motorcycle activities associated with Veterans.

Section 2. Creating and maintaining camaraderie among combat Veterans from all U.S. Branches of Service and its allies.

Section 3. Supporting Veteran Organizations.

Section 4. Raising awareness for the plight of POWs, MIAs and their families.

Section 5. Encouraging a better understanding of motorcycle riders as a constructive sport among members of the public, press, and law enforcement agencies.

Section 6. Promoting public awareness of Veteran issues.

Section 7. Conducting Auxiliary functions and activities in a manner befitting the members of the Combat Veterans Motorcycle Association as well as assisting the CVMA with its functions and activities; either at the chapter, state or national level.

ARTICLE 3 MEMBERSHIP

Section 1. Must be the spouse of a CVMA member or spouse of a deceased CVMA member.

- A. Sponsoring CVMA member must be in good standing with CVMA.
- B. Sponsoring CVMA member must have submitted Auxiliary application prior to moving to Alpha/Omega Chapter.
- C. Submission of documentation is required and must accompany the Auxiliary application for Membership; Copy of Marriage License or Marriage certificate.

Section 2. Must be of good character; meaning all members MUST conduct themselves in a manner that is becoming to themselves, to the CVMA and to the CVMA-Auxiliary unit.

Members must not bring embarrassment upon themselves, to the CVMA-Auxiliary unit or to the CVMA Association as a whole.

Section 3. Must support the efforts of ALL branches of the United States of Americas Armed Forces and the Combat Veterans Motorcycle Association.

Section 4. Will have a vote only in CVMA-Auxiliary business.

Section 5. Must attend at least one (1) event or meeting hosted by the Combat Veterans Motorcycle Association per year to remain a member in good standing; (as described in CVMA National bylaws and with the exceptions noted for Life Members or Infirm Members).

Section 6. Must pay annual dues to the CVMA Auxiliary National Treasurer; can be waived by ABOD/NBOD for hardship reasons. Request must be submitted to the ABOD Secretary in writing.

Section 7. Will obtain Combat Veterans Motorcycle Association Auxiliary patch from the CVMA Full Member State Representative. Members shall not possess more than 2 (two) Auxiliary patches.

Section 8. May remain an Auxiliary Member in good standing with the CVMAA if the sponsoring CVMA member who after 5 years of active membership becomes infirmed, disabled or otherwise unable to ride their motorcycle has obtained retirement status as granted by the CVMA Bylaws; the Auxiliary Member will keep their patch.

Section 9. May qualify for Life Membership. Must be a member in good standing for three years, and attend at least one Sanctioned event per year (one being attendance at a National Auxiliary meeting) during that three-year time. The sponsoring CVMA member must already be a Life Member in CVMA. If for some reason the sponsoring member resigns or leaves the organization, the Life Membership will be revoked; the Life Membership fee will not be

refunded. Auxiliary Life Members will keep the auxiliary patch if for health reasons the Sponsoring CVMA Life Member can no longer ride but remains in good standing with the CVMA.

Section 10. Will remain eligible for CVMA-Auxiliary membership if widowed and all other membership criteria are met, and will not be required to pay annual dues.

Section 11. Will have a vote in CVMA-Auxiliary business if member in good standing.

Section 12. Auxiliary Officer Positions

- A. Will be eligible to hold a position on an Auxiliary Chapter Executive Board or as Auxiliary State Representative if member is of good character and in good standing after one (1) year of membership with the CVMA-Auxiliary.
- B. Will be eligible to hold a position on the CVMA-Auxiliary BOD if member is of good character and in good standing after two (2) years of membership with the CVMA-Auxiliary.

Section 13. Will be removed from the CVMA-Auxiliary rolls by the CVMA NBOD or by the CVMA ABOD with NBOD approval due to misconduct. Misconduct is defined as failure to abide by the by-laws of the CVMA and CVMA-Auxiliary, by bringing dishonor upon the Combat Veterans Association or to its members in actions, words, or deeds. *The CVMA NBOD is the final authority in disbanding an auxiliary member.*

Section 14. Will no longer qualify for membership if divorced from sponsoring member or the sponsoring member is removed from the CVMA for any reason.

Section 15. Auxiliary back patch must be returned to the Chapter Commander or State Representative upon removal or withdrawal from CVMA Auxiliary.

ARTICLE 4 MEMBER DUES

Section 1. Shall be at such rate, schedule or formula as may from time to time be prescribed by the governing body (ABOD) and approved by the auxiliary general membership.

Section 2. Will be paid annually to the CVMA Auxiliary National Treasurer. If the CVMA sponsoring member is deployed in a war zone, the auxiliary membership dues may be waived upon request to the Auxiliary National Board of Directors.

Section 3. Are to be paid by June 30th; dues paid by new members from March 1st through May 31st will not be renewable until June 30th of the following year. As the governing body of the association the CVMA-NBOD shall determine any changes to the deadlines for renewal of membership dues.

Section 4. Shall be required at time of application for a Life Auxiliary membership.

Section 5. Shall not be required to pay annual dues by members who may wear the “original 45” patch designating that Auxiliary member is an original member and the spouse of a Charter member of the Combat Veterans Motorcycle Association.

ARTICLE 5 ELECTIONS

Section 1. Nominees for a CVMA-Auxiliary office (national, state, or chapter) must be paid active members and in good standing with the CVMA.

Section 2. All nominees for a CVMA Auxiliary Chapter or State office must have a minimum of one (1) full year of CVMA Auxiliary membership. All nominees for the Auxiliary National Board of Directors must have two (2) full years CVMA Auxiliary membership.

Section 3. Elected CVMA-Auxiliary Officers (national, state, or chapter) must remain active members in good standing for the duration of their term.

Section 4. Members seeking a national ABOD position must announce their intentions to run 90 days prior to the CVMAA National Meeting. Bios are to be submitted to the Auxiliary SAA who will disseminate to the Auxiliary Membership. All national officers are to be nominated and elected at the CVMA Auxiliary National Meeting. No absentee voting will be accepted.

Section 5. The President will vote only in the event of a tie.

Section 6. After new CVMA Auxiliary officers have been elected, officers will assume office within 60 days of the election. Auxiliary Officer terms may reflect their FM chapter officer terms. Two consecutive terms are permitted.

Section 7. Staggered terms will be served by CVMA ABOD Officers to retain continuity. The following is a schedule of elections held: i.e. 2012: President and Sergeant at Arms; 2013: Secretary and Public Relations; 2014: Vice President and Treasurer. Elections will be held respectively to include future dates.

Section 8. Elected CVMA National Auxiliary officers or Auxiliary State Representatives who vacate their office for any reason must inform the entire ABOD in writing (electronic format acceptable). The CVMA ABOD may/or may not choose to appoint an interim replacement to serve until the next CVMA-Auxiliary National Meeting.

Section 9. Auxiliary Chapter Officers who vacate their office for any reason must inform the Auxiliary State Representative. Auxiliary Chapter Executive Boards must maintain three (3) qualified officers (Chapter Commander, Executive Officer, and Secretary). Auxiliary Chapter status will be revoked if vacancies to the CEB are not filled within 90 days of a position being vacated.

ARTICLE 6 DUTIES OF OFFICERS

Section 1. The **President** will preside over all national meetings of the CVMA-Auxiliary; serve as Chairman of the Board of Directors, act as ex-officio member of all CVMA-A committees, issue the call for regular and special Auxiliary National Board of Directors meetings, ensure National Auxiliary elections are held within the confines of these bylaws; the President will carry out the directives of the Board of Directors.

Section 2. The **Vice-President** will perform all duties of the President in their absence along with assisting the President in all matters outlined above

Section 3. The **Secretary** is responsible for ensuring that accurate and detailed documentation exists to meet legal requirements and that important documents of the organization are being maintained in an appropriate way. The Secretary manages the minutes of board meetings and general membership meetings either by taking the minutes her/himself or by coordinating with a volunteer; ensures minutes are distributed to members shortly after each meeting; is familiar with the organization's bylaws; maintains management of the records and is the custodian of the organization's important documents, except such records and papers kept by the Treasurer; signs such papers as may be required by the office or as directed by the Auxiliary Board of Directors; keeps a list of the members of the Association; and performs such other duties as may be incidental to the office. At the expiration of his or her term of office, he or she shall deliver to the successor secretary all books, records and other properties, or in the absence of a Secretary-elect, to the President. In case of absence or disability of the Secretary, the President may appoint a Secretary *pro tem*.

Section 4. The **Treasurer** will collect national dues and other forms of income due the Auxiliary national association; maintain accounting records; make payments from the Auxiliary associations funds when so ordered by the Auxiliary Board of Directors; sign all association checks and will make regular reports of the CVMA-Auxiliary association's financial status to the Auxiliary Board of Directors when requested; will present a financial report at the annual general membership meeting.

Section 5. The **Public Relations Officer** will maintain a file of all CVMA-Auxiliary business and activities and have ready to present at each meeting and all association functions. This position will act as the CVMA-Auxiliary unit historian by maintaining files, pictures, newspaper articles, TV and radio announcements and submitting updates for the association's web site. This person will be in charge of all the CVMA-Auxiliary's publicity, in conjunction with and approved by the CVMA NBOD President and CVMA ABOD President.

Section 6. **Sergeant at Arms** will maintain order during all CVMA-Auxiliary meetings, functions, chat rooms, etc. This position will ensure all CVMA-Auxiliary members conduct themselves in an appropriate manner in the presence of CVMA members and will handle or immediately bring any problems to the attention of the CVMA-Auxiliary BOD President and Vice-President. The position will also be responsible for checking member ID cards before each CVMA-Auxiliary

meeting and will ensure only those who are CVMA-Auxiliary members nominate and vote in elections.

Section 7. CVMA Auxiliary National Officers will be expected to attend annual CVMA National Auxiliary Meetings except in the event of a personal or immediate family medical emergency or due to a death in the family. Must submit excuse in writing to ABOD prior to national meeting.

Section 8. Executive Board, made up of the CVMA-Auxiliary Board of Directors will be responsible for the execution of any authorized, amended or updated policies; may fill vacancies of any office on the Board of Directors; will submit to the CVMA-Auxiliary general membership during National Meetings recommendations affecting the CVMA-Auxiliary Association; and has the authority to make decisions regarding daily matters, operational decisions, management of organization, etc.

Section 9. Auxiliary State Representative is to be elected by the Auxiliary members of the state they represent for a three (3) year term.

- A. Two (2) consecutive terms are permitted.
- B. Responsibilities will include but are not limited to ensuring their state members carry out the bylaws of the CVMA National and CVMA Auxiliary; this position will oversee the entire state auxiliary membership.
- C. Auxiliary State Representatives can recommend dismissal or disciplinary action be taken against Auxiliary members in their respective state; this recommendation must be submitted in writing (electronic or hardcopy) to the Auxiliary BOD and to the CVMA State Representative, both entities will make a ruling and present to the NBOD for final verdict (see Article 3, Section 13).
- D. Auxiliary State Representatives will answer directly to the ABOD and to the CVMA State Representative.
- E. Auxiliary State Representatives who vacate their position will notify the ABOD in writing (electronic format acceptable) immediately. The Auxiliary Vice President will coordinate with the CVMA State Representative for a new Auxiliary State Representative.

ARTICLE 7 CHAPTERS

Section 1. The Auxiliary Executive Board may issue charters to form CVMA Auxiliary Chapters provided an Auxiliary State Representative is in place prior to the Chapter request. The establishment of such Auxiliary Chapters require approval from their CVMA Auxiliary State Representative, the CVMA State Representative and the CVMA Chapter Commander.

Section 2. Auxiliary Chapters must function as a dependent unit of their FM CVMA Chapter.

Section 3. To form a chapter, the Chapter must have 5 Auxiliary members; Auxiliary chapters will be numbered and aligned with the corresponding FM CVMA chapter.

Section 4. CVMA-Auxiliary Chapter officers must be paid active members in good standing with the CVMA and CVMA-Auxiliary with a minimum of 1 full year of CVMA membership.

Section 5. Formation, control and disbandment of auxiliary chapters as well as suspension or cancellation of chapters shall be in accordance with National Auxiliary by-laws and or at the insistence of the CVMA NBOD or with a recommendation by the respective CVMA State Representative and CVMA Chapter Commander to the NBOD and ABOD. The NBOD has final authority.

Section 6. An officer cannot hold a position at the Chapter, State or National level concurrently.

Section 7. Auxiliary Chapter officers will use titles that are patterned after CVMA FM chapters. A directive of the CVMA National Board of Directors.

Section 8. All chapter Auxiliary officer positions will be elected by Auxiliary Chapter members and will report through the Auxiliary State Representative.

ARTICLE 8 MEETINGS

Section 1. A simple majority of members present at any given meeting shall constitute a quorum for the transaction of business.

Section 2. See DUTIES OF OFFICERS, Article 6, sections 1-6.

Section 3. The President's rule of order will be applied during meetings to affect parliamentary procedures, unless otherwise amended and provided for in the by-laws.

Section 4. Special membership meetings and special Board of Directors meetings can be called by the President or two active members.

ARTICLE 9 DELEGATIONS and COMMITTEES

Section 1. Delegations will be appointed by the President, but are subject to the approval of the Board of Directors, to represent the association at any convention, meeting, rally, or other assembly that may be deemed necessary;

Section 2. Delegations are authorized to exercise only those powers specifically vested in them by the CVMA-Auxiliary Board of Directors and the CVMA National Board of Directors.

Section 3. The CVMA Auxiliary Scholarship Committees will be a Standing Committee comprised of all Auxiliary State Representatives and members of the ABOD.

Section 4. The ABOD President may appoint members-at-large to serve on any CVMA Auxiliary Committee.

ARTICLE 10 AMENDMENTS

Section 1. Repeals to existing bylaws and additions of new by-laws must be presented at the annual CVMA-Auxiliary National Meeting.

Section 2. Changes to any Article and or Section of the CVMA-Auxiliary bylaws will be discussed and must be passed by a two-thirds vote of the members present at the annual National Meeting before being adopted into the bylaws.

Section 3. Approved and accepted amendments or newly ratified bylaws will take effect immediately.

Section 4. Rewording for clarification to existing bylaws may be made by ABOD then presented to general membership.

ARTICLE 11 Conflict of Interest Statement

No member of the Combat Veterans Motorcycle Association Auxiliary Board of Directors, or any of its Committees, shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation with fund raising. Each individual shall disclose to the entire membership any personal interest which he or she may have in any matter and shall refrain from participation in any decision on such matters.

Combat Veterans Motorcycle Association Auxiliary
By-law revision, clarification, updates, and amendments for 2014 and forward

Table of Contents Added

New page for each Article

Appendix of changes added

Changed under Article 10 Section 4. Rewording for clarification to existing bylaws may be made by ABOD then presented to general membership.

A1:S1 Dissolution clause: for one or more exempt purposes (of changed to or)

Space entered between **A3: S2 & S3**

A3:S8 Full Member capitalized

A3:S9 Life Membership, Life Member capitalized

A3:S9 Section 9. Event substituted for meeting. (attend at least one sanctioned meeting event per year.)

A4:S2 CVMA National Treasurer changed to CVMAA National Treasurer

A6:S4 Removed parenthetic (at this time being collected by the National Treasurer)

A7:S3 State changed to Chapter in keeping with CVMA National Bylaws (of the state Chapter in which they reside.)

A7:S6 Chapter substituted for state. (the Chapter a state must have 5 full Auxiliary members.)

By-law change approve at June 21, 2014 National CVMAA meeting.

A6:S10 Appointed removed from wording. (Auxiliary State Representative is to be appointed or elected by the Auxiliary members of the state they represent.)

By-law changes approved at June 26, 2015 National CVMAA meeting.

Article 3 Section 7 Patches will be obtained from the FM SR. May possess no more than 2 patches.

Article 3 Section 14 Added “or the sponsoring FM is removed from CVMA for any reason.”

Article 5 Elections Section 6 Added “or the remainder of an unexpired term if appointed or elected”.

Article 4 Section 3 Corrected date to June 30th.

Article 5 Elections Section 4 Require 90-day notice of intention to run for National ABOD position added.

Changed under Article 10 Section 4. Rewording for clarification to existing bylaws may be made by ABOD then presented to general membership.

Article 1 Section 1(a). a. CVMAA address changed to newly elected Treasurer: 1325 Lambert Hollow Lane, Granville, TN 38564 (effective August 10, 2015).

Article 1 Section 3 Corrected: all branches of the military service of the United States.

Article 3 Section 1 Corrected grammatical error.

Article 3 Section 6 Inserted Auxiliary.

Article 3 Section 9 Removed: If already an Aux Life Member, then you are grandfathered in as an Aux Life Member.

Article 4, Section 2 CVMAA changed to CVMA Auxiliary.

Article 7 Section 2 Officer Titles clarified.

Changed under Article 1 Section 1 (b)..... *The CVMA Executive Board has the authority to change the CVMA Auxiliary bylaws if any part is found to be in conflict with Federal or TN state tax laws.* Following the CVMA Bylaw Amendment that passed June 2015 by the CVMA Full Members: Changes reflect any CVMA member may sponsor an Auxiliary member. Removed Full Member restriction. (21 September 2015)

Article 1 Section 3

Article 3 Section 1

Section 8

Section 9

Section 14

Article 6 Section 6

Article 7 Section 2

July 2016 Changes as voted on and approved by CVMA Auxiliary Membership at June 2016 National Meeting or deemed clarifications by the ABOD.

Article 1 Section 1 (a): updated principal address to that of Auxiliary National Treasurer. (Aug. 2016).

Article 1 Section 2: inserted by-laws/directives/policies.

Article 5 Section 1 & 3: inserted Chapter.

Article 5 Section 7: Corrected language.

Article 6 Section 10: Removed residence requirement for Auxiliary State Representatives.

Article 7: Reorganized Sections; Removed residency requirement for Auxiliary Chapter Officers: Added, Auxiliary Chapters must function as a dependent unit of their FM CVMA Chapter.

July 2017 Changes as voted on and approved by CVMA Auxiliary Membership at June 2017 National Meeting or deemed clarifications by the ABOD.

Article 3 Section 1: Clarified requirements for Auxiliary applications and membership.

Article 3 Section 5: Updated to require attendance at one CVMA event or meeting to remain in good standing following CVMA Bylaw change.

July 2018 Changes deemed clarifications by the ABOD.

Article 2 Section 7: Inserted Chapter.

Article 3 Section 6; Removed NBOD SEC; **Section 7** removed first.

Article 4 Section 2 changed wording (will to may) and required request to be submitted to ABOD.

Article 5 Section 8: included ASR position and updated wording.

Article 6 Section 1: clarified to National Auxiliary Elections and Committees. Removed redundant wording. **Section 7:** inserted National; **Section 8.** Removed. Renumbered Section 9 and 10 to reflect removal of previous Section 8. **Section 9:** Subsections added with existing content (a, b, c, d, and e) Clarified term limit for ASR and requirements if position vacated.

Article 7 renamed Chapters (state removed); **Article 7 Section 1:** clarified ASR must be in place. Part of **Section 2** moved to new **Section 8** and clarified AUX COC.

July 2018 Changes Voted by membership.

Article 3 Section 12: increase ABOD required membership time to 2 years. Separated requirements from ABOD from ASR & Chapter officers by A & B subsection. Section 15. Inserted.

Article 5 Section 2: Separate Chapter and State officer requirements from ABOD requirements. Increase ABOD requirements.

Article 5 Section 6: Allows Auxiliary Officer terms to reflect their respective FM Chapter Bylaws.

Article 5 Section 9: Requires notification of COC upon Auxiliary Officer Notification (new addition).

Article 9 renamed **DELEGATIONS and COMMITTEES** and Section 3 and 4 added.