

HIRAM'S RIDERS MOTORCYCLE CLUB VALLEY OF PITTSBURGH

By-Laws and Resolutions

Adopted: March 26, 2006

Revised: November 24, 2007

Article I - Purpose and Objective

The purpose of Hiram's Riders Motorcycle Club of the Valley of Pittsburgh is to bring together Scottish Rite 32° Masons whose common interest is motorcycle riding, motorcycle safety, promoting good fellowship and brotherhood and encouraging membership in the Ancient Accepted Scottish Rite of Freemasonry.

The objective of the Motorcycle Club is to support the Valley of Pittsburgh 32° Masonic Learning Center for Children, a not for profit 501(c) (3) organization.

Article II - Name

The name of the Motorcycle Club shall be: Hiram's Riders Motorcycle Club of the Valley of Pittsburgh hereinafter referred to as the Club.

Article III - Membership

Membership in the Club will be comprised of 32° Scottish Rite Masons in good standing of a Valley recognized by the Supreme Council of Sovereign Grand Inspectors General of the Thirty-third and Last Degree of the Ancient Accepted Scottish Rite of Freemasonry for the Northern Masonic Jurisdiction of the United States of America, sitting at its Grand East in the City of Lexington, Massachusetts.

Ownership of a motorcycle is not necessary to hold membership in the Club.

Applications for membership must be approved by a majority of the members present at a Stated Meeting of the Club.

Article IV - Classifications of Membership

1. **Active Members** - Blue Lodge Masons may become an Active Member of the Club and be carried as a non-Scottish Rite member for a period of six months during which time he must apply and become a member in good standing of the Valley of Pittsburgh.

2. **Honorary Member** - Honorary Members can be any Scottish Rite Mason worthy of the honor. Honorary Members will not be entitled to hold office nor entitled to vote and must be elected by a unanimous vote of the members present.

3. **Lifetime Member** - Past Presidents of Hiram's Riders Motorcycle Club or any Active Member worthy of the honor will be eligible to become a Lifetime Member with the approval of **two-thirds** of the members present at an Annual Meeting. Lifetime members are entitled to hold an elected office and will be entitled to vote.

4. **Dual Member** - A member who is an Active Member of other Scottish Rite chapters of Hiram's Riders Motorcycle Clubs. Dual members are entitled to hold an elected office and vote however they cannot be an officer of two clubs at one and the same time.

Article V - Officers

The elected Officers of the Club will be: President, **1st Vice President, 2nd Vice President**, Secretary, Treasurer, Chief Road Captain, Road Captain No. 1, Road Captain No. 2.

The outgoing President automatically assumes the duties of a three-year Trustee on completion of his term of office. All officers will be elected by a majority vote at the Annual Meeting for a term of one year. The exception being the three Trustees.

Elected Officers cannot succeed themselves in the same office unless approved by the Nominating Committee and voted on and approved by the membership.

Article VI - Executive Board

The Executive Board will consist of all the Elected Officers and Trustees of the Club with the President serving as Chairman of the Board. **Committee Chairmen should attend the meetings or submit a written report, if necessary.**

Article VII - Amendments

The By-Laws may be amended, or repealed **on recommendation of the By-Laws Committee at any regular meeting of the Club by a two-thirds** vote of the members present and voting on such amendments, or repeals having been proposed in writing and sent to the members prior to the meeting.

Article VIII - Meetings

The Annual Meeting of the Club will be held on the third **Saturday of November at the Greater Pittsburgh Masonic Center**. Nominations, elections and installation of officers will be held. Officers and Committee Chairmen will present final reports for the current year. Newly elected officers will assume office on January 1.

Stated Meetings of the Club will be held in the months of **January and March at the Greater Pittsburgh Masonic Center. May, July, and September meetings at a place and time designated by the President. The annual meeting in November will be held at the Greater Pittsburgh Masonic Center.**

Special meetings of the Club may be held on call of the President or upon request of the Executive Board. Members will be advised of all meetings.

Article IX - Order of Business

1. Call to order
2. Opening prayer
3. Pledge of Allegiance to the flag
4. Introduction of officers, members and guests
5. Approval of minutes of previous meeting
6. Secretary business (correspondence, bill payment)
7. Treasurer report
8. Committee reports
9. Membership applications
10. Old business
11. New business
12. Announcements
13. Adjournment

Article X - Decorum

All questions of order in the conduct of meetings will be decided by Roberts' Rules of Order.

Article XI - Quorum

At the Annual Meeting in November, in addition to the presiding officers, 20% of the members in good standing will constitute a quorum for the transaction of business. All other Stated Meetings, in addition to the presiding officers, 5% of the members in good standing will constitute a quorum for the transaction of business. At Executive Board meetings, five (5) members of the Executive Board, one of whom must be the President or one or both of the Vice Presidents will constitute a quorum for the transaction of business.

Article XII - Fees and Dues

1. The initiation fee of Hiram's Riders of the Valley of Pittsburgh will be **\$70.00, including an official Hiram's Riders jacket.** Annual dues for all members will be \$20.00. Fees and Dues (**\$90.00**) must accompany Application for Membership.
2. Annual dues of \$20.00 are payable on or before the Annual Meeting in November.
3. Initiation fee with dues of those elected to membership at the September meeting will be applied to the following year's dues.
4. Honorary and Lifetime members will not be required to pay any dues.
5. The Secretary will notify all members owing dues at the conclusion of two calendar years that they stand suspended and cease to enjoy the privileges of the Club until their dues are received and they are properly reinstated.
6. All members will receive a membership card from the Secretary in the meeting notice following payment of dues.
7. Charter Members in good standing will have their membership cards stamped as such.

Article XIII - Funds

1. **Operating** funds will be raised by fees, dues, donations and such other means as the Club, will from time to time, deem necessary. **Operating** funds will be deposited by the Treasurer in a regular savings or checking account and withdrawn as deemed necessary. The signatures of any two officers: President, Secretary or Treasurer is necessary to execute a check.

2. No debts will be incurred by or for the Club by any officer, committee member or member except as authorized by vote of the members present at a Stated Meeting of the Club with the exception of the Secretary who is authorized a petty cash fund for stamps, stationary, printing etc. not to exceed \$100.00.

3. **The Trustees Committee shall be in charge of the annual Harley Davidson Motorcycle Raffle and other Fund Raising projects. They shall create a Money Market account with an Investment Firm to which all monies shall be deposited and from which all expenses associated therewith shall be paid. A donation shall be made annually to the proper authority in Lexington, MA, to be credited to the Valley of Pittsburgh Endowment Fund for the Valley 32° Masonic Learning Center for Children.**

Checks may be signed by any two of the Trustees and the Treasurer. The Secretary and Treasurer are non-voting members of the Trustees Committee. Their duties are for administrative purposes only.

Article XIV - Expulsion

Any member found guilty of un-masonic conduct, or who has been suspended by his Blue Lodge or Scottish Rite Valley or who is in arrears for dues as previously set forth will be dropped from the membership rolls after due and timely notice of such action.

Article XV - Duties of Officers

President - The President will preside at all meetings of the Club, appoint Committees and non-elected officers. He will, at all times, enforce a due consideration and observance of the By-Laws and will preserve order and harmony within the Club. The President is a member of all appointed committee's.

Vice-President - **The 1st Vice-President** will preside in the absence of the President and discharge such other duties of the President in case of his disability or vacancy of his office. **The 2nd Vice-President will preside in the absence of the President and the 1st Vice-President and will assume the duties thereof.**

Secretary - The Secretary will attend all meetings when possible, keep a record of all proceedings, attend to all correspondence and receive all bills. After all bills have been properly approved by the membership, upon receipt, all monies and checks will be turned over to the Treasurer for deposit. He will pay all bills with the assistance of the Treasurer and President, keeping records of the same. At the conclusion of his term, he will transfer all books, papers, and other Club property in his possession to his successor in office.

Treasurer - The Treasurer will receive all monies and checks from the Secretary, keeping a record thereof. He will open and maintain an interest bearing, free checking account in a Federally Insured Bank or Lending Institution of his choice. He will pay all bills submitted by the Secretary and being approved by the Executive Committee. He will give a report at Stated Meetings when requested by the President. He will make his books available to the Valley auditors when called to do so. At the conclusion of his term, he will transfer all records, checking and savings accounts, and other Club property to his successor in office.

Chief Road Captain - The Chief Road Captain will be responsible for directing the movements of the Club in a safe and lawful manner. His direction must be followed until such a time that any problems encountered can be resolved. He will be responsible for the other Road Captains and the Trip Coordinator seeing that all are informed of proposed trips and scheduled stops. He can also assume the Trip Coordinators' duties.

Road Captains No. 1 & 2 - The Road Captains will answer to the Chief Road Captain unless he is absent; they will then assume the duties of the same. They will assist in the movements of the Club in a safe and lawful manner.

Communication is vital between the Road Captains and the Trip Coordinator so all trips can be safe and smooth. The Road Captains can also assume the Trip Coordinators' duties. All Road Captains will review riding procedures with the membership prior to a scheduled ride or trip.

Trip Coordinator - The Trip Coordinator duties will consist of setting up a ride or trip, running the proposed route prior to the trip, (check for detours and hazards) making arrangements for rest stops, meals and re-fueling. He is to work in close relationship with the Chief Road Captain and the Safety Committee, all of whom should work in harmony in the planning process.

The Trip Coordinator will ride in front of the group with the Chief Road Captain.

Executive Board - The Executive Board will exercise a general supervision over the interest and affairs of the Club. They shall supervise all Club activities, **except those activities under the responsibility of the Trustees**, property and equipment. **They shall meet the third Wednesday of the month** or when deemed necessary by the President.

Trustees - The Trustees will hold title to **all** tangible property of the Club. **They are to be members of the Executive Board and shall be in charge of all fund-raising projects. They shall procure all necessary State and local licenses associated with the annual raffle and other fund-raising projects as required.**

The Trustees are members of the By-Laws Committee and the Grievance Committee. Additional duties are described in Article XIII Funds.

Article XVI - Standing and other Committees

Committee Chairmen not wishing to continue to serve will be replaced by the in-coming President to take office at the January meeting.

- Clothing Committee
- Entertainment Committee
- Nomination Committee
- Public Relations Committee
- Safety Committee
- Web Master

RESOLUTIONS

1. There will be at least one ride a month starting in April and ending in October at the discretion of the President.
- 2. The Annual Club ride for Charity shall be held annually on the third weekend in June or fourth when there are five weekends.**
3. An active Member may invite a guest for three rides. The spouse and children of Active Members may ride their own motorcycles or be a passenger at any time. Members will be responsible for their guests and children's actions and conduct.
4. There will be a minimum of 50 c.c. engine size limit to take rides and trips. Those who cannot keep up with the Trip Coordinator's schedule must travel at their own pace.
5. Motorcycles are to be reasonably well maintained and clean on all rides. All members are required to have a motorcycle endorsement on their driver's license.
6. The President will be authorized to expend up to \$250.00 for any emergency at his discretion. Payment to be approved by the membership at the following Stated Meeting.
7. If a member or a member of the immediate family (son, daughter, or spouse) passes away, a gift of \$25.00 will be sent in their name to the Valley of Pittsburgh 32° Masonic Learning Center for Children.
8. Dress Code. Members are asked to dress in a clean and neat manner at all Club functions and rides. As for other Masonic related functions that the Club attends as a Club, each Member should dress appropriately for that function.
9. The member approved logo of Hiram's Riders Motorcycle Club of the Valley of Pittsburgh is the official logo of the Club. The logo will be registered and is to be worn only by members of Hiram's Riders Motorcycle Club of the Valley of Pittsburgh. Family members may wear the emblem on rides and trips.
10. All members shall be responsible for their own motorcycle insurance and personal medical insurance.
11. The Safety Committee will set riding procedures. They will be briefly explained to all members prior to all trips. New riders will be paired off with experienced riders. The laws of the Commonwealth of Pennsylvania shall be followed when riding as a Club. All laws of other States shall also be adhered to when riding as a Club in those states.
12. These Resolutions may be altered, amended or repealed at any Regular Meeting of the Club **upon recommendation of the By-Laws Committee and approved by a two-thirds** vote of the voting members present. All proposed amendments must be presented in writing and sent to the membership in the Stated Meeting notice prior to their being voted on at a Stated Meeting.
13. All members will receive a 9" back patch, a 3" left shoulder patch, and a U.S. Flag right shoulder patch. Charter members will also wear a Charter Member patch above the 3" patch on the left shoulder.

The Club By-Laws, as revised above, are recommended for approval by the Members of Hiram's Riders Motorcycle Club of the Valley of Pittsburgh at the annual meeting of the Club to be held at the Greater Pittsburgh Masonic Center on Saturday, November 24, 2007 at 10:00 a.m.

Jay E. McElravy, 33°
Trustee

S. Timothy Warco, 33°
Trustee

D. William Roberts, 33°
Trustee

Mark E. Blieler, 32°
President