

# **By-Laws**

## **Grand Rapids-Sparta, MI Lodge No. 50**

### **Moose Riders Club**

#### **Article I**

##### **Name**

The name of this activity unit will be known as Grand Rapids-Sparta, MI Lodge No. 50 Moose Riders Club (aka "Moose on Bikes" or "MOB").

#### **Article II**

##### **Purpose**

The purpose of this activity is to be a social and civic association for members of Grand Rapids-Sparta, MI Lodge No. 50, Loyal Order of Moose and Grand Rapids-Sparta, MI Chapter No. 111 of the Women of the Moose.

#### **Article III**

##### **Membership**

**Section (1)** All members must belong to Grand Rapids-Sparta, MI Lodge No. 50, Loyal Order of Moose or to Grand Rapids-Sparta, MI Chapter No. 111 of the Women of the Moose.

**Section (2)** Application for membership shall be made to the Board of Officers. Upon payment of the required dues and providing written proof of insurance of all motor vehicles that will be used in club activities as required by law, the applicant shall be deemed elected into membership.

**Section (3)** Good standing members of the club shall be members whose membership dues are paid in full and not in arrears. The first year's dues shall be \$35.00. Thereafter, annual dues shall be \$20.00 paid on or before the annual meeting. The Board of Officers may pro-rate dues the first year until the first annual meeting after election into membership.

**Section (4)** If any member has a spouse who is not a member of the lodge or chapter, he or she may be elected as a non-voting honorary member.



**Section (5)** If an honorary member's spouse dies, the honorary member automatically relinquishes his or her membership unless he or she is a good standing member of the lodge or chapter.

## **Article IV Meetings**

**Section (1)** The annual meeting of the club shall be in the month of April of each year at such time and place as the Board of Officers designate.

**Section (2)** At the annual meeting, the order of business shall be:

1. Minutes of previous annual meeting;
2. Reports of Officers
3. New Business
4. Election of Officers

**Section (3)** General membership meetings shall be held in the lodge home on first Sunday of each month at 1:00 p.m. The Board of Officers shall reschedule any meetings cancelled due to holidays or conflicts but must give the membership ten (10) days advance notice of the date and time of the rescheduled meeting.

**Section (4)** The President may call a special meeting of the club whenever one third (1/3) of the voting members of the club, in good standing, shall make a written request to the President specifying the object of the meeting. Not less than ten (10) days prior written notice of such special meeting shall be hand delivered or mailed to the voting members. Only business of the object of the meeting as contained in the notice shall be discussed or voted on.

**Section (5)** All meetings shall be conducted according to parliamentary rules and open discussion from the floor on all measures shall be permitted and encouraged.

**Section (6)** The Board of Officers shall meet on the first Sunday of each month at 12:00 p.m. at the home of Grand Rapids-Sparta, MI Lodge No. 50.

**Section (7)** No person other than a good standing member or honorary member of the club shall be present at a meeting of the club unless the President specially invites them.

**Section (8)** The Secretary/Treasurer shall mail a notice of the annual meeting of the club to every member of the club at least ten (10) days before the date of the meeting.



## **Article V Quorum**

**Section (1)** No official business may be conducted at any general membership meeting unless a quorum consisting of not less than ten (10) percent of the good standing members of the club shall be present. A simple majority of the good standing-voting members present shall constitute a quorum.

**Section (2)** At meetings of the Board of Officers, a majority of the total members of the Board shall constitute a quorum, and a majority vote of the officers present at any such meeting shall prevail.

**Section (3)** Any member who feels he has just cause, may present his view in writing to the officers for their consideration and action.

## **Article VI Officers and How Elected**

**Section (1)** The officers of the club shall be: Past President, President, Vice President, Secretary/Treasurer, and Sergeant-at-Arms.

**Section (2)** The regular term of office shall be one year commencing May 1<sup>st</sup> and terminating at midnight on April 30<sup>th</sup>. No officer shall serve more than two (2) consecutive terms in any one office.

**Section (3)** Nominators and nominees must be good standing members (not honorary) of the Moose Riders Club.

**Section (4)** The Nominating Committee shall consist of the Board of Officers, plus two (2) members in good standing appointed by the President, one of which must be a member of the lodge and one of which must be a member of the chapter.

**Section (5)** Voting rights are restricted to good standing members. Honorary members may not vote.

**Section (6)** The office of Past President is a condition and not an elected office. To hold this office and be qualified as a Past President, the member must have served continuously for not less than 180 days and completed the term for which he or she was elected or appointed.

**Section (7)** The election of officers shall be held at the annual meeting in the month of April.



**Section (8)** In the event of a vacancy in an elected office, the Board shall elect a member in good standing who will fill the unexpired term until the next general election.

## **Article VII Duties of Officers**

### **(A) Board of Officers**

**Section (1)** The club's Board of Officers shall manage the affairs of the club and take such action as necessary for the proper transaction of business. The club shall not conduct any social functions, entertainment or incur any obligations or liabilities, financial or otherwise, except and only when authorized and approved by the lodge Board of Officers and lodge membership at a regular meeting of the lodge.

**Section (2)** It shall be the duty of the Board of Officers, subject to membership approval, to prescribe and publish rules regulating the club and the care and protection of club property.

**Section (3)** The Board shall meet for the transaction of business at least once a month and at any other time at the request of the President or the majority of the Board provided sufficient notice shall be given to each member of the Board before the time appointed for the meeting.

**Section (4)** At the annual meeting of the club, the Board of Officers shall make a full report of their proceedings during the preceding fiscal year and recommend such measures, as they deem advisable.

**Section (5)** The Board of Officers may fill any vacancy among the officers by a vote of the majority of present at a regular monthly meeting of the Board, such election to be for the unexpired term.

**Section (6)** Any member of the Board of Officers who is absent from three (3) monthly meetings of the Board, (unless he or she provides excuses for the absences which are satisfactory to the Board of Officers) shall be deemed to have resigned as a member of the Board and cease to be a member thereof. The Board shall by majority vote have the power to declare any office vacant if in its collective opinion the occupant has failed to perform the duties of such office.

**Section (7)** In any case where action has been taken by the Board of Officers affecting the relations of any member with the club, the action taken shall not be reviewed at a subsequent meeting unless notice in writing is sent by the Secretary/Treasurer to every member of the Board of Officers at least ten (10) days before the meeting stating that the previous action will be brought up for review and re-consideration.



**Section (8)** The Board of Officers shall have the following specific powers:

- a. Make and publish rules for the conduct of members of the club.
- b. Temporarily suspend and after hearing, discipline a member for conduct in violation of the published rules, improper behavior prejudicial to the interests of the club or a violation of the General Laws of the Supreme Lodge.
- c. Immediately suspend any member who fails to maintain liability insurance as required by law.
- d. Fix and enforce penalties for violations of established rules.
- e. Remit penalties for offenses against established rules.
- e. Call special a meeting of the club to consider special subjects or projects.
- g. Make, alter, and amend the rules for the government of the club and fix and enforce penalties for violations of such rules. However, any change of the club's rules and regulations shall be read at the next membership meeting and approved by the membership before such change becomes effective.
- h. Prescribe additional duties for any of the officers, in addition to those contained herein.

**Section (9)** Any actions on the part of any member of the Moose Riders Club which is detrimental to the club, the Lodge or Chapter as determined by any member of the club's Board of Officers shall be grounds for immediate suspension pending a review of the suspension by the officers of the Moose Riders Club. The Board of Officers shall conduct a hearing after the suspended member has received five (5) days actual notice of the hearing. The suspended member shall be afforded the right to confront any accuser(s) and review all evidence considered by the Board. The decision of the Officers shall be by the greater weight of the evidence. The officers may do one of the following: take no action, reprimand or suspend membership privileges in the club as deemed appropriate in accordance with the evidence.

### **(B) President**

**Section (1)** The President shall preside at all meetings of the club and Board of Officers and enforce all the laws and regulations of the club. He shall perform such other duties as shall be required of him by resolution of the Board of Officers.

**Section (2)** The President and Secretary/Treasurer along with the Governor and Administrator of the lodge shall sign all written contracts and written obligations of the club, provided approval has been granted by the Board of Officers and membership of Grand Rapids-Sparta, MI Lodge No. 50, Loyal Order of Moose.

**Section (3)** The President shall have the power to appoint committees whenever he deems it necessary (i.e., Rules and By-Laws Committee, Finance Committee, Food



Committee, Publicity Committee, Activities Committee, Entertainment Committee, Membership Committee, etc.).

### **(C) Vice President**

**Section (1)** In the absence of the President, the duties of that office shall be performed by the Vice President. In the event of the death or disability of the President, the Vice-President shall act until the Board of Officers fills the office.

**Section (2)** The Vice President shall visit the sick or distressed and a committee may be appointed by the President to assist in these duties.

### **(D) Secretary/Treasurer**

**Section (1)** The Secretary/Treasurer shall keep the minutes and other official reports of the club, conduct the official correspondence of the club, keep all records, books, documents and papers relating to the club in such a place as designated by the Board of Officers, issue all membership cards and mail notice to all members when directed.

**Section (2)** The Secretary/Treasurer shall receive all monies of the club and deposit the same with the Administrator of the lodge for deposit in the General Fund of the lodge and shall be issued a receipt. All disbursement of club funds shall be made by drawing checks on the General Fund of Grand Rapids-Sparta, MI Lodge No. 50. No expenditures of any club funds shall be made except in such a manner and for such purposes as shall be approved and authorized by the Board of Officers. The Secretary/Treasurer shall submit a financial report at each monthly meeting of the club, and at the annual meeting of the club, submit a detailed financial report to the membership for the preceding fiscal year after the report has been audited by an Auditing Committee appointed by the Board of Officers. With approval of the lodge Board of Officers and membership and by dispensation of the General Governor, a separate savings account may be established in the name of the lodge for the club under such terms and conditions prescribed by the General Governor. A small petty cash fund not exceeding \$100.00 shall be permitted for incidentals.

### **(E) Sergeant-at-Arms**

**Section (1)** The Sergeant-at-Arms shall keep a record of attendance of members present at each meeting and maintain order at all times. The Sergeant-at-Arms shall, when so instructed by the President or presiding officer, expel any member from a meeting for disorderly or unbecoming conduct.



## **Article VIII**

### **Dues**

**Section (1)** Any member who fails to pay their annual dues within fifteen (15) days after they become due and payable, or fails to pay any indebtedness owed to the club within thirty (30) days after a bill for same has been rendered shall be suspended from all privileges of club membership and shall remain suspended until the full amount of such indebtedness has been paid. Any monies collected for the club shall be turned over to the Secretary/Treasurer as soon as possible.

## **Article IX**

### **Amendments**

**Section (1)** All proposed changes, deletions, or additions to the Moose Riders Club By-Laws shall be presented in writing to the Secretary/Treasurer.

**Section (2)** Notification of proposed changes, deletions or additions to the by-laws shall be given to the elective officers by the Secretary/Treasurer at least ten (10) days before the next officers meeting. The proposed changes, deletions or additions if approved by the Board of Officers shall be mailed to the membership at least ten (10) days in advance of the next meeting and read at the next two consecutive regular membership meetings and voted upon at the second reading.

**Section (3)** These by-laws may only be amended by a two-thirds (2/3) vote of the members present at any regular meeting of the club provided the intention to amend the by-laws shall have been previously communicated in writing to the members as required by Section (2) above. The amended by-laws shall not become effective until submitted to and approved by the General Governor as required by the Constitution and General Laws of the Loyal Order of Moose.





**Article X. Conditions**

As a condition precedent to the adoption, approval and continuation of these by-laws or any subsequent amendments thereto shall be the understanding and agreement of the officers and members of the Moose On Bikes that they will at all times be amenable to and in compliance with the General Laws of the Supreme Lodge and the By-Laws of Moose International and subject to the supervision of the Board of Officers of Grand Rapids/Sparta Lodge No.. 50 as required by the General Laws.

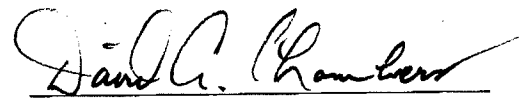
This the 31<sup>st</sup> day of January, 2007

  
Club President

  
Lodge Governor

  
Lodge Administrator

Approved this the 8<sup>th</sup> day of February, 2007

  
General Governor  
Moose International

**APPROVED**

FEB 08 2007

**GENERAL GOVERNOR**