

THE BLUE KNIGHTS
INTERNATIONAL LAW ENFORCEMENT MOTORCYCLE CLUB, INC.
PITTSBURGH, PENNSYLVANIA CHAPTER PA VII
BY LAWS

As adopted (date)

The By Laws of the Blue Knights Chapter PA VII, Pittsburgh were amended and approved by the general membership this date.

The changes outlined herein, incorporated all changes that have been previously made to the Chapter By Laws on July 27, 1994.

Signed and Sealed (date)

JOHN M. O'SHEA, President

WILLIAM WOLVERTON, Secretary

LEO J. McCAFFERTY, Vice President

corporate seal

BRUCE BERMAN, Chairman of the Board

**Blue Knights Law Enforcement Motorcycle Club, Inc.
Pittsburgh Chapter PA VII**

By-Laws as Adopted (date)

ARTICLE 1.

- A. As of (date) the following By-Laws will be that of Pennsylvania Chapter VII of the Blue Knights International Law Enforcement Motorcycle Club, Inc.
- B. The purpose of these By-Laws is to preserve and protect the Constitution and By-Laws of the International, as well as the integrity and character of the chapter for its membership.
- C. In the event of an item not covered by these By-Laws or a discrepancy between these laws and that of the Blue Knights International, any and all decisions will revert to the International By-Laws and/or Constitution.

ARTICLE 2.

A. Order of Business

- a. Call meeting to order
- b. Roll call of officers
- c. Reading of minutes of last meeting
- d. Reading of new membership applications
- e. Treasurer's report
- f. Report of officers
- g. Correspondence
- h. Committee reports
- i. Unfinished/Old business
- j. New Business
- k. Good of the order
- l. Adjournment

B. Meetings

a. Section 1.

General membership regular meetings of PA VII Pittsburgh shall be held on the next to the last day of each month at 1930 hours unless prior notification is advertised to the membership. There shall be at least 10 days prior written notice of any change in the date, time, or location.

Section 2.

Board meetings shall be held immediately prior to the general membership meetings. All board meetings shall start at 1800 hours on the date and location of the general membership meetings.

b. Section 1.

There must be ten percent (10%) of the membership present with a majority of the entire board in order to hold a general membership meeting.

Section 2.

Board members must notify the President for excused absences prior to the Board of Directors meeting.

- c. A quorum must be present to hold any authorized meeting. Said quorum shall consist of ten percent (10%) of the general membership and the majority of the entire board to hold board or special meetings.

ARTICLE 3.

Officers.

- a. The chapter officers shall consist of the President, Vice President, Secretary, and Treasurer. They shall also be known as the Executive Board of the chapter.
- b. This chapter shall also have a Board of Directors, consisting of three Elected members and the Immediate Past President who will serve as Chairman.
- c. There will also be two appointed officers, the Quarter Master and the Sergeant at Arms.
- d. Article VI, Section 6.02-6.04 of the International By-Laws will be referred to for all other references to chapter officers.

ARTICLE 4.

Duties of the Officers

- a. President.

Subject to the authority of the Board, the President shall be the General

Executive Head of the chapter. The President shall preside at all meetings of the chapter, the Board of Directors, and the Executive Committee, and shall be Ex Officio member of all other committees, except the Nominating Committee. He shall be the co-signer with the Treasurer of All notes, cheques, deeds, leases, mortgages, and other legal documents given on behalf of the chapter and shall be bonded. This will be paid for by the chapter. He shall also appoint all Committee Chairmen. He shall have the power to call meetings of the Board of Directors and shall make a report of the work of the Chapter Officers and Board of Directors at each monthly meeting of the chapter. The President may not vote on any motion presented to the board unless there is a tie.

b. Vice President.

At the request of the President, or in the event of his absence or disability, the Vice President may perform the duties and possess and exercise the powers of the President; and to the extent authorized by law, the Vice President shall have such other powers as the entire Board may determine, and shall perform such other duties as may be assigned by the entire Board. The Vice President may continue to perform the duties of the President until such time as the entire Board declares a vacancy and elects a qualified replacement to serve as President.

c. Treasurer.

The Treasurer shall have custody of all funds and property of the chapter, subject to such regulations as may be imposed by the entire Board, in such sum and with such sureties as the entire Board may require. He shall receive all chapter funds, depositing the same in the name of the chapter in such bank or trust company as may be designated by the entire Board, and keep accurate record of all receipts and disbursements. When necessary or proper, he may co-sign with the President on behalf of the chapter, cheques, notes, and other obligations, given on behalf of the chapter. He shall not make any disbursement of chapter funds, other than chapter administrative expenses in excess of one hundred dollars (\$100.00) without prior approval of the entire Board. He shall enter regularly, on the books of the chapter to be kept by him for the purpose, full and accurate account of all monies and obligations received and paid or incurred by him for or on account of the chapter, and shall exhibit such books at all reasonable times to any board member on application. He shall make a full report of the financial status of the chapter at each monthly meeting and upon request, at any meeting of the Board. He shall, in general, perform all duties incident to the office of Treasurer, subject to the control of the Board. He shall also be bonded, which is to be paid for by the Chapter.

d. Secretary.

The Secretary shall have charge of such books, documents, and papers as the entire Board may determine and shall have the custody of the Chapter Seal. The Secretary shall attend all meetings of the chapter and the board, and shall keep the minutes of all meetings. He shall keep a record, containing names, alphabetically arranged, of all the members of the chapter, showing their places of residence, and such book shall be open for inspection as prescribed by law. He shall collect all yearly dues from membership and turn the same over to the treasurer upon demand, taking a receipt therefore. He shall give adequate notice to all members in advance of the monthly meeting or any special meeting of the chapter, and shall make a full report of the membership status of the chapter at each monthly meeting. At the request of the President, or as otherwise provided herein, he shall give adequate notice of all meetings of the Board. He shall also be bonded, paid for by the chapter.

e. Sergeant at Arms

The Sergeant at Arms will be appointed by the President for a term not to exceed one year. His appointment or removal must be approved by the Executive Board. The Sergeant at Arms will maintain order at chapter meetings and will ensure that no unauthorized individuals enter the meeting place. He will maintain a sign-in sheet for chapter meetings, which in turn, at the end of each meeting, will be given to the Immediate Past President for census purposes. He will officiate and operate a 50/50 raffle at each chapter meeting and turn the monies over to the Treasurer at the end of each meeting.

f. Quarter Master.

The Quarter Master will be appointed by the President for a term not to exceed one year. His appointment or removal must be approved by the Executive Board. He will preside over the sales and purchases of all chapter and International merchandise for the disbursement to the membership. He will maintain a log of sales and purchases to be available upon request of the board. He will be bonded, which will be paid for by the chapter.

ARTICLE 5.

Election of Officers.

a. Section 1.

The election of officers shall be staggered every two years with the President, the Treasurer, and one Director being nominated and elected in an odd year and the balance of the Executive Board and Directors to be nominated and elected even years. All elections will be held in October of each year with nominations being submitted at the September meeting.

b. Section 2.

Written ballot shall be sent to the entire membership on the first Monday of October and said ballot shall consist of all offices open for election and the names of each nominee for that office.

c. Section 3.

All ballots must be returned to the secretary by 1200 hours on the day of the election and marked "BALLOT" on the exterior of the envelope by the sender. All ballots shall remain unopened until the meeting, where a committee will be appointed by the President to count the ballots. This committee will make their report at the meeting after the count. Again, this will be conducted at the October meeting.

d. Section 4.

Newly elected officers shall take office at the end of the regular business meeting in October to ensure a smooth transition between outgoing and incoming officers.

e. Section 5.

If there are no candidates for office, no ballot need be formed and sent to the membership as outlined in Article 6, Section 2. The presiding officers shall remain in office until the next scheduled election for that office.

ARTICLE 7.

Qualifications for Election to Office.

- a. Qualifications for elected officers are the same as that established by the International By-Laws, Article VI, Section 6.02, with the following additions:

1. A member must be present to accept nomination to office at the meeting to which nominations are being made. If such circumstances prevail in which the member can not attend, written notification to the Board that the member will accept the nomination is required.
2. The member to be nominated must be a member of PA Chapter VII for a period of one year prior, and needs to have attended at a minimum, 80% of the monthly meetings of this chapter, unless given special dispensation to be absent by the entire board.
3. If a member is currently holding an office and is to be nominated for Another office, that member must relinquish his current position in order to accept nomination. However, the member may serve until the election results are counted. The office that is relinquished will be placed on the election ballot and any person elected will serve for a period of one year in order to maintain the integrity of election rotation.
4. In the event a vacancy in any office occurs, the President shall appoint a qualified member, in good standing, to the vacant position with the approval of a majority of the entire board and the general membership, until that position becomes open during the next election.

ARTICLE 8.

Membership.

- a. All rules for membership will follow International By-Laws, Article 7, with the following additions:
 1. Charter Members are those that were founding members present during PA Chapter VII's inception in April of 1984, and are currently members in good standing of this Chapter.
 2. Associate Members must attend, at the minimum, one monthly meeting per year, and one ride, event, or detail, unless given special dispensation by the Executive Board.
 3. Honorary Members must attend, at the minimum, two monthly Meetings per year, and two rides, events, or details, unless given special dispensation by the Executive Board.

ARTICLE 9.

Dues Structure.

- a. All “new” members shall pay the same dues of \$37.00 with their application to the chapter Secretary.
- b. A total of \$32.00 will be the renewal fee each year, with \$20.00 going to the International and \$12.00 going to the chapter. Retired members will be required to pay one half of this total.
- c. Renewal dues are due by the end of January each year. The Secretary will begin to collect renewal dues in November and tabulate such at the end of each monthly meeting and turn over these monies to the Treasurer at that time.
- d. A reduction in annual chapter dues may be decided upon by the majority vote of the entire Board prior to any payment being made by the membership for the pending year.

ARTICLE 10.

Chapter Colors.

- a. Colors are rented and the rental fee is retained by the chapter. When the member leaves the chapter his/her colors will be relinquished and a refund will be given in the amount decided upon by the Board.
- b. If a member leaving the chapter refuses to give up his/her colors, legal action will be taken by the chapter to obtain said colors.

ARTICLE 11.

Chapter Rules and Regulations.

- a. Members are required to dress neatly and cleanly. Shirts must be worn at all times.
- b. All vehicles must conform to Pennsylvania State Inspection Codes. Operators must have a valid license, registration, and insurance in order to operate a vehicle.
- c. During any Blue Knight function, all weapons will be concealed, no loud profanity and/or obnoxious behavior will be tolerated. Members will not be intoxicated or use other than legally prescribed medications.

ARTICLE 12.

Complaints/Disciplinary Actions.

Any complaints on or against any member(s) or guest attending any chapter function, must be brought before the Board in writing. Complaints may range from malfeasance of office to any violation of the rules and regulations or a violation of the International By-Laws. Complaints will be handled as outlined below:

- a. A written complaint must be filed with the entire Board of the chapter. The person lodging the complaint must appear personally before the board to lodge their complaint verbally.
- b. Upon receiving the complaint, the Board shall make the necessary inquiries into the allegations.
- c. The accused will be served with written notice of the complaint lodged against him/her by certified mail, or in person.
- d. After the necessary inquiries have been made, the results will be brought before the Board within thirty days for action.
- e. The accused shall be given the opportunity to express their defense of the allegations before any action is taken. The accused also has the right to present the allegations and their defense to the general membership for input. The membership will then be presented the opportunity to vote on any action taken.
- f. The type of disciplinary action taken shall depend upon the offense and results of the inquiry. A member may be dismissed from the chapter for cause, suspended from any/all events for a specified period of time, may receive a written reprimand or notice, or any other disciplinary action deemed appropriate by the Board and/or the general membership.
- g. The member being disciplined shall be notified by written notice of the final decision made by the Board and/or the general membership.
- h. The member then has the right to appeal any and all decisions to the International as prescribed by the International By-Laws.

ARTICLE 13.

Amendments to the Chapter By-Laws.

The By-Laws of this chapter may be amended after written notice to the membership of the proposed amendment. A vote on the amendment(s) shall be held at the next general membership meeting. A majority of the general membership is required for the passing of the proposed amendment(s). Any and all changes to the Chapter By-Laws shall not be in conflict with those of the International.

ARTICLE 14.

Rules, regulations, and procedures not covered in or by the Chapter By-Laws will always fall back to the International By-Laws and the Roberts Rules of Order for appropriate action.

