

Capitol Riders Standing Rules

1. The Capitol Riders chapter dues for a single membership is \$10.00 per year and for a family membership is \$15.00 per year. To be a member in good standing the chapter dues must be paid by January 1. The state membership dues of \$41.00 for a single membership or \$54.00 for a family membership must also be paid by January 1, through this chapter or another BCHW chapter if the other chapter is the member's primary chapter. Dues paid on or after October 1 of the prior year will satisfy the dues requirement for the coming year.
2. Election of officers will take place at the November meeting each year. Nominations will be handled per the "Nominations from the Floor" process set forth in Robert's Rules of Order, and will officially open at the October meeting. Nominations will be closed at the beginning of the November meeting. Information about the qualifications of the candidates may be presented to the members after nominations are closed. After all the qualifications have been presented an election will be held. Officers duly elected will assume their duties on January 1 of the following year.
3. The Treasurer is authorized to pay the following on-going recognized expenses, with out requiring further action from the membership and/or the Executive Board: (1) Newsletter postage and expenses, (2) Kitchen staples for refreshments and parties, including the meat for the Christmas Party, (3) Condolences for death of a member or a member's immediate family, (4) Web site expenses, (5) Director's mileage (using IRS guidelines) and lodging to attend Board of Directors meetings, (6) and Bank Checks.
4. Recognizing the chapter is a non-profit charitable 501(c)3 organization under the umbrella of the parent organization BCHW; we want to maximize the amount of contributions going to BCHW and the Capitol Riders chapter. Therefore we limit the amount of benefits that are provided to the members. As a volunteer organization the reward to individual members for good work is limited to the presentation of certificates, pins, other items, which identify BCH or the chapter such as clothing, jacket patches and plaques and items related to the type of work performed such as scabbards and cook aprons. The award of cash and gift certificates is prohibited under IRS guidelines. Care must be taken to not exceed IRS limitations on "excess benefit transactions" where members are involved. If the chapter wishes to provide

additional recognition in the form of cash or other economic benefit to a member then these funds must be acquired outside the contributions, including memberships, to the chapter.

4/2/2016