**New Amendments to HOG 5135 Bylaws and Guidelines**

**July 6th, 2016**

**Updated May 10th, 2022**

**Essential Voting Board Members to attend meetings:**

Director

Assistant Director

Secretary

Treasurer

Activities Officer

Membership Officer

LOH Officer

Safety Officer

Head Road Captain

**Non-essential Voting Board Members:**

Historian

Photographer

Editor

Webmaster

**Voting:**

Non-essential Board Members can attend and participate in all board activities, including voting, at their own discretion. Their attendance or absence shall not affect the number of members necessary to obtain a quorum. All voting board members as listed above, except the Director, will cast silent ballot votes on items and issues where a vote is called for by the Director or established Bylaws. In a voting situation, the Director will abstain, leaving a natural majority rule. The Director has the power to both to break a tie and to veto any vote. If the Director does not wish to veto the vote, the board must ratify the vote and its subsequent amendment or action item.

The general management of dealership shall attend meetings at least once a quarter.

Chapter members may attend board meetings and can contribute to the discussion when asked to do so. Chapter members may not make motions or vote on any amendments or action items.

**Responsibilities to the Board if elected to the Board:**

Elected board members are expected to fulfill their duties to the board faithfully and with integrity during their entire elected term of office. If an elected board member resigns, their resignation will be immediately accepted. The board will then vote on the integrity of the resignation to determine if the resigning board member may remain a member of the HOG Chapter. The purpose of this bylaw is to prevent any board member from threatening resignation for political gain. Using your position to hold a decision or another board member ransom will be subject to a possible suspension from the HOG Chapter for a period of up to 5 years.

Upon joining the board, the chapter is to provide the following documents to the board member at their request:

* Chapter Charter
* Chapter Handbook
* Guidelines
* Amendments to Bylaws and Guidelines
* Position checklist

**Volunteers to the Board**

Members are encouraged to volunteer for any unfilled board position. The board shall discuss and vote on the acceptance of the member into the position in the next available meeting. An emergency meeting is allowed for filling positions that are deemed essential or time sensitive.

**Board Meeting Attendance**

Board meetings attendance is a requirement for all board members. Phone or teleconference attendance is to be accepted. Absences must be reported to the Director prior to missing a board meeting. All absences will be determined to be excused or unexcused. The board will vote on the validity of the absence and decide if the absence is excused or unexcused.

* Two consecutive unexcused absences in a year will result in that board member’s forced resignation.
* Two unexcused absences that are not consecutive are allowed, however a third unexcused absence in a year will result in a forced resignation.
* It is possible for a board member to have up to 3 excused absences in a period of 1 year.
* More than five absences (excused or unexcused) shall be result in forced resignation.

**Email correspondence with and between Board Members:**

Only group email correspondence that includes all board members pertaining to HOG Chapter business must also be sent to the general manager of the dealership. Individual conversations between board members are excluded from this requirement.