

Appendix R - Lifer Patch Policy & Procedures

Purpose

The Lifer Patch is a distinguished recognition awarded to members who have demonstrated long-term commitment, loyalty, and continuous service to the BoneShakers Social Club (BSSC). This policy establishes eligibility criteria, a dues-exemption process, an approval process, and record-keeping standards to ensure consistency and fairness.

Definitions

Lifer

A member formally awarded the Lifer Patch under this policy.

Lifer Candidate

An active member identified by the Secretary as reaching ten (10) consecutive years of membership at any point during the upcoming fiscal year, January 1 through December 31. A Lifer Candidate is eligible for the dues exemption described in this policy beginning with the membership renewal period immediately preceding that fiscal year.

Eligibility Criteria

To qualify for the Lifer Patch, a member must meet all of the following requirements:

1. Ten (10) Consecutive Years of Membership

- The member must have maintained active and uninterrupted membership for ten (10) consecutive years.

2. Good Standing

- Defined as having no outstanding required financial obligations to the club and being free of disciplinary action under Article VII, Section 3 of the Bylaws. A member who is exempt from annual dues under this policy is considered current on dues for purposes of good standing.

3. Significant Contributions

- Members must actively participate in club events, charitable initiatives, and meetings.
- Members should demonstrate consistent engagement, such as attending an average of 50% of general meetings/events per year and participation in at least one charitable initiative annually.

4. Exceptional Cases

If a member has a documented gap in membership due to extenuating circumstances, the Board of Directors may review the case and make an exception by a two-thirds (2/3) majority vote.

- Acceptable circumstances may include military service or national duty; serious illness or injury; primary caregiver responsibilities; family emergency or bereavement; job-related relocation; financial hardship; natural disaster or housing displacement; or other extraordinary circumstances determined appropriate by a two-thirds (2/3) majority of the Board of Directors.
- All approved exceptions must be documented in Board meeting minutes, including justification for the decision.

Process

1. Annual Eligibility and Dues Exemption Review

- Each year, before the October 1 membership renewal period, the Secretary reviews the Lifer Patch Eligibility Log.
- The Secretary prepares a list of members who will reach the 10-year membership mark during the upcoming January 1 through December 31 fiscal year.
- Members on that list are designated Lifer Candidates and are not required to pay annual membership dues for the renewal period that begins October 1 immediately before that fiscal year.

2. Standard Eligibility Verification

- Secretary verifies consecutive 10 years of active membership.
- Secretary verifies good standing, including that all required financial obligations are satisfied or exempted and that there is no disciplinary record.
- Secretary verifies documented participation in events and charitable initiatives. Verified names are added to the Board review agenda.

3. Exception Requests

- Members with a membership gap must submit a Lifer Patch Exception Request Form (Appendix R-1).
- The Secretary reviews the form for completeness and places it on the Board agenda. Supporting documentation may be requested.

4. Board Review & Vote

- The Board reviews all standard and exception cases at a designated meeting. Approval requires a two-thirds (2/3) vote.
- The Secretary records decisions and notes in meeting minutes.

5. Notification

- Approved members are notified in writing by the President. Denied requests are also communicated respectfully, with reasons provided.

6. Award Presentation

- Patches are presented at a designated event, such as the Annual Banquet, Anniversary, or General Meeting.
- Recognition is ceremonial, with names added to the official Lifer Registry.

7. Record Keeping

- The Secretary updates the Lifer Patch Eligibility Log, Lifer Candidate list, and Lifer Registry.
- Exception requests, whether approved or denied, are filed and kept on record for seven (7) years.

Dues Exemption and Voluntary Contributions

- Active Lifers and Lifer Candidates are exempt from annual membership dues.
- The exemption for a Lifer Candidate begins with the October 1 membership renewal period immediately preceding the fiscal year in which the member reaches ten (10) consecutive years of membership.
- Lifers and Lifer Candidates may voluntarily make a contribution or donation to BSSC at any time. Such contributions are optional, are not considered dues, and do not affect membership standing, Lifer status, Lifer Candidate status, or eligibility for recognition.
- The Secretary/Treasurer shall record voluntary contributions separately from membership dues.

Status After Award

- The Lifer Patch is a permanent recognition of a member's long-term service and dedication to BSSC.
- Lifer recognition does not remove any other membership responsibilities, conduct requirements, participation expectations, or obligations under the Bylaws and club policies.
- Once awarded, Lifer recognition remains permanent unless forfeited under the provisions below.

Forfeiture of Lifer Recognition

- The Lifer Patch is a BoneShakers-specific honor and remains the property of the club.
- A member who resigns from BSSC to join another social, riding, or motorcycle club shall forfeit their Lifer recognition, and their name shall be removed from the registry.
- Members who resign in good standing but do not join another club will retain historical recognition in the registry, though they are no longer considered active Lifers.
- Any member expelled under the Bylaws for cause shall have their Lifer recognition revoked by a two-thirds (2/3) Board vote, and their patch and name removed from the registry.

Governing Authority

This policy operates under the authority of the BSSC Bylaws. In the event of conflict, the Bylaws shall prevail.

Appendix R-1: Lifer Patch Exception Request Form

BoneShakers Social Club - Lifer Patch Exception Request Form

Member Information

- Full name:
- Date of Birth:
- Join Date:
- Years of Service Completed:

Reason for Request (check all that apply):

- ☐ Military Service / National Duty
- ☐ Serious Illness / Injury
- ☐ Caregiver Responsibilities
- ☐ Family Emergency / Bereavement
- ☐ Job-Related Relocation
- ☐ Financial Hardship
- ☐ Natural Disaster / Housing Displacement
- ☐ Legal / Civic Obligation
- ☐ Other (please specify):

Explanation (attach documentation if available):

Member Signature: _____ Date: _____

For Board Use Only

- Date Received:
- Reviewed By:
- Board Vote: ☐ Approved ☐ Denied
- Vote Outcome: _____ (Yes) / _____ (No)
- Notes / Justification:

Secretary Signature: _____ Date: _____