

# **By-Laws of the American Legion Riders Department of Minnesota First District**

## **Article I—Officers**

*Section 1.* The officers of the First District ALR shall be Director, Vice Director, Sergeant-at-Arms, Secretary, Treasurer, Historian, and Chaplain.

*Section 2.* The officers shall serve until adjournment of the succeeding American Legion Department Convention following their election and thereafter until their successors are chosen. Vacancies in these offices, occurring between District Conventions shall be filled by election of the First District ALR Executive Committee.

*Section 3.* The First District ALR shall recognize individual, or individuals as appointed by the First District Commander, The American Legion, Department of Minnesota as District Advisor or Advisors to the ALR, and such person or persons shall be an ex-officio member of all committees or commissions of the First district ALR without a vote.

*Section 4.* In fulfilling the duties and responsibilities of their office, the officers of the First District ALR shall be responsible to the First District Executive Committee of The American Legion.

## **Article II—Duties**

*Section 1. Duties of Director.* It shall be the duty of the Director to preside at all meetings of the First District ALR and to have general supervision over the business and affairs of the district. The Director shall be the chief executive officer of the District with full power to enforce the provisions of the First District ALR Constitution and By-Laws and shall perform such duties as are usual and incident to the office and shall represent the District before the Department.

*Section 2. Duties of Vice Director.* The Vice Director shall assume and discharge the duties of the Director in the absence or disability of, or when called upon by the District Director.

*Section 3. Duties of Secretary.* The Secretary shall have charge of and keep a full and correct record of all proceedings of all meetings, keep such records as the hosting district and department organizations may require, render reports of membership annually or when called upon at a meeting, and under direction of the District Director, handle all correspondence of the district. The secretary shall provide notice of all meetings of the district.

*Section 4. Duties of Treasurer.* The Treasurer shall have charge of all finances and see that they are safely deposited in some local bank or banks and shall report at each meeting the condition of the finances of the district, with such recommendations as he or she may deem expedient or necessary. The Treasurer and the Director, and at least one other member of the district executive committee and the First District American Legion Finance Officer, shall be signatory on any and all accounts of the chapter. The Treasurer shall be responsible for obtaining the approval of the District Advisor before payment of any expenditures.

*Section 5. Duties of Historian.* The district Historian shall be charged with the individual records and incidents of the district and district members and shall perform such other duties as may properly pertain to the office as may be determined by the district or the Executive Committee.

*Section 8. Duties of Chaplain.* The Chaplain shall be charged with the spiritual welfare of the district comrades and will offer divine but nonsectarian service in the event of dedications, funerals, public functions, etc., adhere to such ceremonial rituals as are recommended by the National or Department from time to time.

*Section 3. Duties of Sergeant-at-Arms.* The Sergeant-at-Arms shall preserve order at meetings and gatherings, assist in enforcing all rules of safe riding during rides and runs, and perform such other duties or chair such committees as may be from time to time assigned by the Director or chapter executive committee.

#### **Article III—Meetings**

*Section 1.* Meetings of the First District ALR Executive Committee shall be held not less than twice (2) a year with one being held at the District Convention.

*Section 2.* All First District ALR meetings shall be conducted in accordance with the ritual of the American Legion Riders organization.

*Section 3.* At each meeting of the First District ALR Executive Committee, a finance report shall be given, including presentation of all account balances, amounts received, amounts paid and expenditures due for payment.

#### **Article IV—Appointments**

*Section 1.* The Director may appoint standing committees or commissions for the furtherance of district programs.

*Section 2.* Such standing committees shall consist of such persons, and the Chairperson/Road Captain thereof, as designated by the director.

*Section 3.* The Director shall appoint an individual or individuals to plan each district tour, run, activity and event and to enforce the rules of safe motorcycle operation and group riding.

#### **Article V—Resolutions**

*Section 1.* All resolutions of state or national scope presented to this district by a member or chapter or reported to this district by a committee shall merely embody the opinion of this district on the subject and copy of same shall be forwarded to the

post/department headquarters for its approval before any publicity is given or action other than mere passage by the district is taken.

#### **Article VI-Notices**

*Section 1.* Every chapter shall furnish the district secretary with a valid email or postal mailing address for the purpose of receiving notice of district events and correspondence.

#### **Article XIV— Rules of Order**

*Section 1.* All proceedings of this chapter shall be conducted under and pursuant to Roberts' Rules of Order (Newly Revised), except as herein otherwise provided.

#### **Article XV— Limitations of Liabilities**

*Section 1.* This district shall incur, or cause to be incurred, no liability nor obligation whatever which shall subject to liability any other district, chapter, subdivision, members of The American Legion, post, departments, or other individuals, corporations, or organizations.

*Section 2.* This district shall take such steps necessary to secure appropriate event insurance for all organized rides, events, celebrations, and functions undertaken under the name of the hosting district or department.

#### **Article XVI— Amendments**

*Section 1.* These By-Laws are adopted, subject to the provisions of the National ALR By-Laws, Department of Minnesota By-Laws, of which this District is a subordinate member. Any amendment to the National or Department By-Laws that is in conflict with any provision herein shall be registered as automatically repealing or modifying the provisions of these By-Laws, to the extent of such conflict.

*Section 2.* This Constitution may be amended at any District Convention of the First District ALR by two-thirds of the registered delegate votes attending the Convention. All Amendments to the by-Laws must be submitted in writing thirty (30) days prior to said Convention.

*Section 3.* Any amendments will be reported to the sponsoring district, and such amendments will not be effective until approved by the sponsoring district Executive Committee of The American Legion.

#### **ARTICLE IX Wear of American Legion Emblem- AMENDMENT**

An American Flag patch or pin shall be worn on the left front of the vest of those members who are wearing the American Legion Rider Back Patch. No other patch or pin should be worn above the American Flag per protocol.

- By-Law passed by a vote of 14 for vs 4 against on 8/30/2013

An American Flag patch shall be worn on the front of the vest of those members who are wearing an American Legion Rider Back Patch. No other patch or pin should be worn above the American Flag per protocol.

- By-Law passed by majority vote on 01/05/2019
- Approved by the American Legion First District Executive Board on 6/24/2019

#### **ARTICLE VI District Officers- AMENDMENT**

Section 2. The officers shall be elected annually by the District Convention except for the Director which is a two-year term.

- By-Law passed by majority vote on 5/21/2016
- Approved by the American Legion First District Executive Board on 5/20/2017

#### **ARTICLE IV Appointments - AMENDMENT**

Section 4. The Road Captain shall be at least 18 years of age and be an eligible member as stated in Article IV.

- By-Law passed by majority vote on 5/18/2018
- Approved by the American Legion First District Executive Board on 6/24/19

#### **ARTICLE VI District Officers - AMENDMENT**

Section 2. The Officers shall be elected annually by the District Convention. A majority of all votes cast shall be necessary for the election of any officers. The Sergeant-At-Arms shall be appointed by the First District ALR Director.

- By-Law passed by majority vote on 5/18/2019
- Approved by American Legion First District Executive Board on 6/24/2019

#### **ARTICLE III Organization - AMENDMENT**

*Section 4.* The legislative body of the First District ALR shall be the District Convention, to be held annually on the first Saturday in May at the convention host Post. The time of this meeting to be 1300. All acts of the District Convention are subject to ratification by the First District Executive Committee of the American Legion.

- By-Law passed by majority vote on 5/18/2019
- Approved by American Legion First District Executive Board on 6/24/2019