

ABATE of Washington
Name of Your Chapter
By-Laws
Today's Date, 200?

Article I
Statement of Purpose

1.1 Purpose:

The purpose of these By-Laws is to define the activities and duties of the officers and members of the ABATE of Washington, *Name of Your Chapter*.

1.2 Authority:

The *Name of Your Chapter* By-Laws shall be consistent with ABATE of Washington By-Laws and policies.

Article II
Membership

2.1 Definition

Name of Your Chapter membership is open to all persons eighteen years (18) of age or older who believe in freedom of the road. Members in good standing are those members who are current members of ABATE of WA and have promptly paid their dues in full. All members agree to support actions passed by a majority vote of the membership of the Chapter.

Article III
Officers and Duties

3.1 Officers:

Name of Your Chapter members shall elect, at a minimum, the following officers: Coordinator, Deputy Coordinator, Secretary, Treasurer, and Sergeant at Arms. These five (5) officers shall make up the Chapter's Board of Directors.

3.2 Terms of Office:

All officers shall serve a one (1) year term unless they resign or are removed or are otherwise unable to continue the duties of their office. In the event an officer is no longer able to continue in their duties, the Board of Directors may, at their discretion, appoint an interim officer or call a special election to fill the office for the duration of the term.

3.3 Elections:

Nominations for the *Name of Your* Chapter officers shall be held at the regular August business meeting. Election of officers shall take place at the September business meeting and the new officers shall assume their duties at the regular October business meeting.

3.4 Duties of the Chapter Coordinator:

The Chapter Coordinator shall preside over the Chapter Board of Directors meeting, the Chapter business meetings, functions, runs, and other ABATE events. The Chapter Coordinator shall also represent the Chapter membership at the ABATE of Washington Board of Directors meetings.

3.5 Duties of the Chapter Deputy Coordinator:

The Chapter Deputy Coordinator shall serve as assistant to the Chapter Coordinator and will assume the duties of the Coordinator in the event the Coordinator is absent. The Deputy Coordinator shall also oversee all committees including Security and Road Captain(s).

3.6 Duties of the Chapter Secretary:

The Chapter Secretary shall keep current minutes of all Chapter meetings and submit these minutes to the State Secretary. The Secretary shall also be responsible for keeping records of all official Chapter correspondence.

3.7 Duties of the Chapter Treasurer:

The Chapter Treasurer shall be responsible for maintaining accurate records of all Chapter income and disbursements of funds and shall report the Chapter's financial condition to the members at each Chapter business meeting. The Treasurer shall also be responsible for forwarding all State membership funds to the State Treasurer.

3.8 Duties of the Sergeant at Arms:

The Chapter Sergeant at Arms will maintain order at all Chapter meetings and events, and report any hazardous activities or actions to the Chapter Coordinator and/or the Chapter Board of Directors.

Article IV **Meetings**

4.1 Business Meetings:

Regular business meetings shall be held on the **second Sunday** of each month. In the event the **second Sunday** of a month is impractical for a regular business meeting, the membership may choose a substitute day and time for that month. All members agree to consume alcohol in moderation during a regular business meeting. As a minimum 2 of the 4

Chapter officers must be present to conduct Chapter business. State Officers may substitute for one absent Chapter Officer, but cannot vote, unless a member of this Chapter. Members must be in good standing (i.e. current in their dues) to make motions or cast votes at business meetings.

4.2 Attendance:

Chapter Officers are required to attend all business and Board of Directors meetings. Officers who have had three (3) consecutive unexcused absences from regular business meetings may be asked to step down by the Chapter Board of Directors.

Article V **Amendments**

5.1 Method of Amendment to These By-Laws:

These By-Laws may be amended by a two-thirds (2/3) majority vote of the membership at any regular Chapter business meeting. Motions for amendment of the By-Laws should be submitted in writing to the Board of Directors before the regular business meeting. All amendments must be approved by the ABATE of Washington Executive Board before being implemented.

By-Laws adopted Today's date? 200?

Your name here?
Coordinator

Your name here?
Deputy Coordinator

Your name here?
Secretary

Your name here?
Treasurer