

## **OTHER CVR POLICIES**

### **ALL CVR RIDING MEMBERS**

Must own and operate a motorcycle of 500cc's or greater, retain motorcycle insurance, driver's license with a motorcycle endorsement, (if required in their state).

Manufacture/brand of motorcycle is not limited.

The applicant must be of good character and may be subject to a background check.

All Combat Vet Rider applicants must work a minimum of 3 events, attend 3 meetings, and attend 3 group rides, be interviewed by the E-board prior to acceptance and receiving a front, or "Flash Patch".

Upon receiving flash patch the new member will pay his monthly dues and upon full membership purchase his appropriate membership patches.

### **CVR PATCH AND INSIGNIA RULES**

New member applicants will be voted on after meeting all requirements. They will first receive a front or, "Flash Patch".

When the sponsor feels the new member is ready, they will receive their back patch.

Presentation of patches will be at regular monthly meetings, at which time the recipient is to pay for the patches and membership dues.

Any required designators must be sewn on prior to the member wearing the CVR cut.

A non-Member may only purchase soft colors, (shirts, hoodies, hats, item that does not have the CVR patch represented), the items must be support items.

All items created to represent the CVR, (Crafted items with our Logo), must be approved by the E Board prior to use.

All members are subject to a two CVR back patch limit, without special Executive Board approval.

All applicants must remember that CVR patches are CVR property and must be returned upon leaving the organization.

A refund for the cost of the patch (\$30) may be given if the patch is still in good condition.

No other items will be subject to refund.

CVR designation insignia remains CVR property and includes any and all CVR membership patches or materials, that have been agreed to be CVR property. This includes, but is not limited to: Any full member patch. Any Auxiliary member designators and patch. Any Service Vet member designators and patch. Any Honorary member designator designators and patch. Any Known Associate designators and patch. These items are only to go to CVR accepted recipients. Other CVR store items will be so marked as agreed upon, "for public support of CVR" sale items.

The Combat Vet Riders, Inc. will use any and all legal means available to protect its members' constitutional rights, the club's name, insignia, and the corporation's proprietary rights.

### **GENERAL RULES**

The rules of the CVR will be strictly enforced. If these rules and regulations are broken, the CVR will deal the individuals responsible. It could mean either immediate sanction or termination, whatever the Executive Board and CVR President determines. The Executive Review Board may initiate some investigations Possible offenses to be investigated by the Executive Review Board, may include, but are not limited to: a. Bringing shame to the CVR b. Lying to the CVR c.

Withholding CVR money (One week rule). d. Causing trouble for the CVR. e. inactivity, (not attending three or more CVR events/meetings per year without acceptable reason). Any member can have their membership terminated by a majority vote of the membership. If found guilty of multiple violations, there will be a "three-strike" termination guarantee. It is of the utmost importance to remember the CVR is a neutral organization. For the safety of all members, any member interfering in any other organization's business in any way other than positive, may be terminated. This includes phone calls, internet, or negative verbal discussions. If it's their business, it is not our business! If it becomes our business, then the CVR has only one recourse, the Officer Board will investigate, and seek correction through that organization's chain of command to attempt to rectify the situation. If that organization chooses not to respond to our satisfaction, it is to their own discredit, and we will deal with it as required. If you have a personal problem with a member of another club or organization, it is personal and you are required to do what is necessary to keep it that way.

### **RULES WITHIN THE MEMBERSHIP**

1. Treat your brother or sister with respect, support each other in spirit and deed as you would a family member.
2. Members should follow CVR protocol as a basic Code of Conduct.
3. Members must carry a membership card and present the card when asked.
4. No member will buy for, and/or give to, non-members any restricted CVR designation insignia patches, etc., ever! These are earned and not to be given out without authorization!
5. No drunk and disorderly behavior at meetings will be tolerated. No member will disgrace the Combat Vet Riders. No member will actively violate the good order and discipline of rules the CVR has voted on and passed.
6. Members must attend at a minimum three, events, three meetings and 3 group rides per year. Members that are absent six months in succession from CVR events, without reasonable cause or contact with members in good standing,

may be considered a non-active member and forfeit their privilege to wear the CVR patch, their CVR privileges to vote, or participate in other CVR business discussions. After attending three of the required annual CVR meetings or supporting events, a non-active member may have their privileges restored and be considered an active member. This does not affect deployed personnel and Charter (lifetime) members in good standing with health limitations, will be considered on a case-by-case basis by the Executive Board. This also is not to affect members that go south for the winter, school or work etc., as long as the CVR family is apprised of the reason and approximate time of the absence.

7. Every Full Combat Vet Member, Service Vet Member, and Known Associate must own a motorcycle. Consideration will be given to any member who is in between bikes but they must express a sincere intention to get another bike in the near future. There are allowances for members mentioned in #8.

8. If, for some reason-such as a Health limitation, license suspension, a member can't ride on the road for a long period of time, (one year) or without a bike for a similar period of time, they should not be wearing their patch, other than for CVR functions. This is a Motorcycle riding group of veterans not a patch collecting club.

9. Never take advantage of the CVR membership for personal profit, this includes using our membership list for business mailings. All mass correspondence should be of CVR business or personal in nature.

10. If you are told you are too drunk to drive or ride, you will turn over your keys to a brother or sister. You and your bike will be taken care of, don't risk being hurt or losing your license. If you aren't with other CVR members at the time, then call for help. If you have a problem on the road, call for help. You need to keep your brothers and sisters phone numbers in your wallet. We have trailers to help out our members. If you feel you may need this service more than most, your name should be at the top of the list of volunteers to help others.

11. No member will take the attitude that he doesn't have to help other members and other members don't have to help him.

12. All members are to treat everyone with respect. This is primary for the safety of the membership as a whole, not just your own. If a group or individual physically attacks any CVR member without provocation, all CVR members present shall help him if necessary. Self-defense in word and deed should be with the whole of the CVR in mind. Self-control and de-escalation of the situation is the preferred method to handle an unprovoked attack. Resolution can come later in a more controlled way. If, however, it is our member who is the aggressor and purposely starts trouble, any other members present will escort him away, or step between before trouble starts. This type of individual may not be of CVR caliber and could be terminated for cause.

13. Members are responsible for actions of their spouse. This applies both ways, if your spouse is acting out, help us all and you deal with it.

14. No talking about club business to persons outside the Combat Vet Riders. This could lead to sanction or termination of membership.

15. No misuse of CVR organization/insignia, especially with involvement in violation of state or federal laws.

16. As with riding motorcycles, any and all handling of firearms must be done in a safe and responsible manner. There is no room for horseplay.

## **CVR FINANCIAL RULES**

CVR Checks can only be signed by the Treasurer, President, Vice President, or Secretary. All CVR Checks must have two signatures. No withholding CVR money (One week rule).

## **LOANS AND GIFTS TO MEMBERS**

The CVR is not a loan institution. The CVR desires to help it's members and all local vets as they make their way to enjoy the freedoms they fought for. When the CVR raises money, it is to help veterans in need and the building up of our club. The IRS forbids the practice of giving money away within the membership. "No part of its net earnings may inure to the benefit of any private shareholder or individual". This organization must remain strong and continue to serve as a motorcycle riding brotherhood for those who have served at war in defense of our nation. The CVR will always need to address the common requirements of a viable organization, such as property and the utilities necessary for the fulfillment of the CVR mission. When helping the individual CVR members in need, the club has legal and ethical concerns to consider; therefore, the policy for assistance will be as follows: Gifts the E board can decide on gifts for needy members up to \$200. This money will come from the general fund. A member request for CVR money must be for an emergency situation that cannot otherwise be handled by conventional loan institutions. If the reason is bad credit, it only stands to reason that there is a risk in being repaid. Loans

1. A loan fund will be kept in an escrow account with a beginning balance of \$2500. All loans will come from this account.

2. This fund will be replenished with the loan payments from the borrowers, and from time to time, as necessary by a vote of the membership.

3. Loans will be repaid within one year.

4. The borrower will pay all escrow fees associated with his/her loan.

5. The E board can approve loans up to \$500.

6. Loan requests of \$500 to \$1000 will be presented to the membership for final consideration only after E board

approval.

7. Loan requests greater than \$1000 will not be accepted.

8. It is required that collateral be a consideration in the approval process.

## MONETARY DONATION REQUESTS

(For other than the fiduciary responsibilities of the CVR) Normal request procedure

1. To assist other organizations or persons; find out as much as possible about the need for funding, addresses, phone numbers, emails, and any tax or EIN numbers the potential recipient may have. DO NOT PROMISE A DONATION! This is very important to keep our reputation in good standing. A donation request form can then be filled out and presented to the E Board for discussion.

2. Contact a Members Advocate or an Officer to start the process to fill out the request form. The approval by the E Board the request will be brought up at the next scheduled monthly meeting.

3. The request will be either approved or not, by the membership at the monthly meeting prior to dispersal of any funds.

4. If approved, the Treasurer will complete the donation and request a receipt from the recipient. Ground rules for donations to other organizations or individuals

1. Anytime a donation request for between \$100 and \$500 is made, a request form will be filled out. this gives the E board some time to discuss the issue. The request, if approved by the E Board will be brought to the membership for a vote at the next monthly Meeting.

2. If an emergency donation is required, and is under \$500, it can be approved by the E board between monthly meetings. If the timing for funding is not urgent, the E board will bring the issue to the next meeting for a vote of the membership.

3. All donations for over \$500 must be approved by the membership.

4. We do not want to have to vote on any issue that brought to the CVR without some prior knowledge and discussion by the E board, especially if the recipient is present at the meeting. This way, the membership can discuss and vote on a potential donation in a clearer manner.

## HANDLING CVR MONEY

Following is our policy for handling all money collected by the Combat Vet Riders, Inc.

1. In accordance with our bylaws, only club members can handle club money. A member in this context includes flash patch holding members.

2. In accordance with our bylaws, all funds will be deposited in our bank account within 7 days.

3. All funds will be deposited into the CVR safe mounted at the clubhouse until which time the treasurer takes the funds to the bank for deposit.

a. Before funds are placed in the CVR safe or deposited in the bank – they will be counted by at least two (2) club members, who will sign the envelope and document the total collected. In addition, any other documentation required will be included with the funds at the time they are put in the CVR safe.

b. All funds raised onsite at our club location will be deposited into the CVR safe and will not leave the club location until the time treasurer takes funds to the bank for deposit.

c. All funds that are raised off site will be collected by the treasurer or event leader at the end of each day and either; secured on site, taken to the clubhouse and placed in the CVR safe, or taken directly to the bank as soon as possible.

d. Events in which there is a lot of change that will not fit in the CVR safe will be locked up in the treasure/secretary office in the CVR, Inc. office until it can be taken to the bank.

e. All persons collecting money for an event should know if there are multiple cash boxes kept during the event, such as different raffles, store items, etc. \*\*The treasure is responsible for all deposits into the bank, however, if the treasurer is unavailable then the treasure will designate another officer or the chairperson of the event to collect funds and deposit in the CVR safe at the clubhouse or deposit into the CVR bank account.

## OTHER DOCUMENTATION & APPROVALS

1. Anyone who is issued a CVR debit card will also deposit their receipts in the CVR safe within 7 days of expense occurring – each receipt will include a detailed notation on the receipt describing the reason for the expense.

2. If a member needs to purchase something for the club and is not issued a club debit card the member is required to purchase the item(s) first and present receipt(s) to the treasurer for reimbursement.

3. Officer approvals – an officer can do an on-the-spot approval to help a veteran in an urgent situation for \$50 or less without further approval and is require to provide the documentation as outline above. If a member sees an urgent need, they can contact an officer to get an instant approval of \$50 or less and will get reimbursed by the club upon providing the documentation as outlined above. In the event of dissolution of the organization Combat Vet Riders all the financial assets should be distributed to a qualifying 501c-19 organization(s) at the vote of the remaining members. All material assets should be distributed to either back to the original donor or decided by vote of the remaining members. Since any active organization must change with the times and conditions in order to be effective in their cause and purpose; the by-laws and rules may change from time to time, as deemed necessary by the governing body and approved by the general

membership.