



# Tellico Riders Operating Plan

## ***Organizational Purpose***

The Tellico Riders is an organization of residents of Tellico Village/Rarity Bay who own and operate motorcycles for their pleasure. The primary purpose of the Tellico Riders is to support group rides and activities pertaining to the use of motorcycles, support safe riding within the members, organize group rides and appropriate outings and to conduct meetings, events and gatherings to support the “motorcycle lifestyle” within its membership.

## ***Membership Requirements***

Membership is restricted to individuals/couples who reside and/or own property in Tellico Village/Rarity Bay and who hold total or shared ownership of a commonly recognized motorcycle. Members and spouses must sign a club waiver and view the Motorcycle Safety Foundation’s film “Guide to Group Riding”. The MSF guide will serve as the club’s riding standard for all club rides. Members must also maintain their annual dues. A member in good standing who no longer rides a motorcycle may elect to remain a member for social activities.

## ***Membership and Dues***

All rights of membership and responsibilities are available to individuals/couples who meet the specified criteria for membership as delineated in Section 2. Individuals/couples who meet these criteria are eligible to participate in all functions and activities of the organization, vote on all matters of the organization, hold office and serve on committees in the group. Dues for membership will be determined by the organization.

## ***Officers and Committees of the Organization***

The Tellico Riders will elect Officers to fill the following positions for the organization; Director, Assistant Director, Secretary, Treasurer and Safety Officer. These officers will be elected following nomination, during a regularly scheduled membership meeting, held in August of the club’s fiscal year. The fiscal year of the organization will be August to August. Officers will serve terms of two (2) years, unless removed or becoming ineligible or unable to serve during their elected term. Officers may be removed by a vote of the majority of members present at any regularly scheduled meeting of the general membership. The elected officers will comprise the Tellico Riders Board of Directors. Appointed Officers will be: Ride Committee Officer, Activities Committee Officer, Quartermaster and Historian. Appointed officers must be ratified by a majority vote of the Board and may be removed via the same process.

The **Director** of the organization will serve as the Chief Elected Officer of the group and execute appropriate documents necessary for the conduct of business of the organization. He/She will chair the regular meetings of the membership and any/all committees, unless delegated to others. The **Assistant Director** will serve in the absence of the Director in any/all appropriate responsibilities. The **Secretary** will record the proceedings of the membership meetings and will maintain the official records of the conduct of business of the organization. The Secretary will provide written Minutes of all official meetings and distribute them within a reasonable time after the conclusion of said meetings. The

**Treasurer** will maintain the financial records of the organization, collect all dues, maintain official membership rosters with the Secretary and pay all authorized invoices for the organization. The **Safety Officer** will provide safety information to the membership, maintain the MSF Guide to Group Riding Videos and ensure all members view the same. He/She will also maintain records of members who complete an MSF Experienced or Basic Rider Course and issue the club Safety patch to the graduate. The **Ride Committee Officer** is responsible for scheduling group rides, leading the **Ride Committee** and recruiting Ride Captains who will lead all the organization's group rides. The Ride Committee Officer/Committee will publish planned rides to the membership. The **Activities Committee Officer** will establish and lead the Activities Committee and establish appropriate social events for the organization. These activities will include but are not limited to the club's Christmas Party, Summer Picnic, monthly dinner ride location, annual benevolent activity, etc. The **Quartermaster** will maintain all club logos, patches, T-shirts and other club items for sale to all members of the club. Additionally, the Quartermaster may hold a "swap meet" of members' motorcycle items for sale to other members. The **Historian** will maintain a club history of rides and events.

The Director will chair the **Board of Directors** (Officers) to assist in the planning and execution of the business of the organization. Any **Board** decision must include a minimum of three (3) Board members present and a majority affirmative vote.

The Director is authorized to incur expenses on behalf of the club, up to a limit of \$100.00. The Board of Directors is authorized to incur expenses to a limit of \$200.00. Funds spent above this amount require majority vote of membership at any scheduled meeting of the Tellico Riders.

The Director will appoint a **Nominating Committee** to consider and present candidates for all officers, prior to elections. This committee will be comprised of no less than three (3) members of the organization.

In the event an officer position (other than Director) becomes vacant during the normal term, the Board of Directors will select and appoint a replacement to complete the unexpired term of the respective officer.

The Director may appoint any appropriate operating and or ad-hoc committee, as necessary, for the ongoing conduct of the business and purposes of the organization.

## ***Meetings of the Organization***

The Tellico Riders will hold scheduled membership meetings at least once per month of each calendar year. The meetings date and time will be decided by the Board. The Director and/or Board of Directors may call additional meetings, as necessary, for the ongoing conduct of the business and affairs of the organization. The notices of meeting and activities of the organization will be provided via e-mail to those members who provide e-mail addresses to the organization and/or via the club's G-Mail by Google web site. The G-Mail by Google Tellico Riders web site calendar shall provide information on the club's activities.

## ***Removal of Members***

Members may lose their rights and privileges in the club for failure to pay the assessed dues by the October meeting following the close of the fiscal year ending in August of that year. Members may also be removed from the roster by a majority vote of the Board of Directors for conduct unbecoming to the organization.

Additionally, members or guests of members attending group rides may be engaged by the Ride Captain on any group ride, if, in the opinion of the Ride Captain or a majority of the riders of that ride, said rider is deemed to be a safety concern to the group. In that circumstance, said rider, may be assigned a specified riding position by the Ride Captain or, if necessary, asked to leave the ride. All guests that

participate in club activities and rides must sign a waiver. All signed waivers of members and guests are club property, are retained by the club Secretary and maintained indefinitely as club records.

### ***Changes to Articles of Operating Structure of the Group***

These policies of the Tellico Riders may be amended or altered at any meeting of the group, provided that notice of the proposed change is provided to the membership, through the normal communication/notice process, no less than four (4) weeks prior to the intended vote necessary for change. Approval of changes will require a majority affirmative vote of all members present at the meeting.

Submitted by James Best, Asst. Director, Oct. 23, 2007

This Operating Plan of the Tellico Riders was approved by a majority vote of members at the January 10, 2008, meeting.

Board of Directors, Tellico Riders