

# A.B.A.T.E. OF LOUISIANA, INC.

## BYLAWS REVISED MARCH 2003

### ARTICLE I

#### NAME

The name of this corporation shall be A.B.A.T.E. of LA, Inc., with A.B.A.T.E. being an acronym for American Bikers Active Toward Education.

### ARTICLE II

#### LOCATION

The Registered Office of the corporation shall be Post Office Box 541, St. Amant, La. 70774

### ARTICLE III

#### PURPOSE

The purpose of this organization shall be:

- to initiate, endorse, and sponsor educational programs through rider education, public awareness, legislative and affirmative action, and individual freedom and rights.
- to create and promote a positive image of motorcyclists groups; to dispel and disprove media-inspired biker image.
- to encourage good will and mutual understanding among motorcyclists, law enforcement personnel, and the general public.
- to serve as an information source pertaining to current laws, pending legislation, personal rights, political inclinations of elected officials and their constituents, A.B.A.T.E. lobbying and endorsements, and voter awareness.
- to act as a central responsive agency to devise and coordinate recreational, legislative, educational, and charitable activities.

### ARTICLE IV

#### ORGANIZATION

This corporation shall consist of an Executive State Board and such Local Chapters as are formed under the authority and direction of the Executive State Board.

### ARTICLE V

#### MEMBERSHIP

##### A TYPES OF MEMBERS

- 1 Regular member: any individual who has paid their dues for one full year shall be designated as a regular member.
- 2 Honorary member: any individual who the Executive State Board may elect to so honor. Honorary memberships in A.B.A.T.E. OF LOUISIANA will be for a one-year period. The recipient shall not receive a patch and will have no voting privileges.
- 3 Youth member: any individual under age of eighteen years who has applied for membership and has paid their dues for one full year shall be designated as a youth member.
- 4 Life member: any individual who has applied for membership and has paid dues for the life membership shall be designated as a life member. All life members of A.B.A.T.E. OF LOUISIANA will be charged full admission to attend any A.B.A.T.E. OF LOUISIANA function.
- 5 Member @ Large: any individual of A.B.A.T.E. OF LOUISIANA may choose to be a member @ large in the state, not a member of any chapter. That member will not be eligible to run for or hold any office at State or Chapter level.

- B DUES
  - 1 Dues shall be: \$30.00 for single membership, \$45.00 for couple membership, \$5.00 for youth membership, \$150.00 for single life membership, and \$225.00 for couple life membership.
  - 2 Dues are subject to change by a majority vote of the State Board.
- C Memberships shall be non-assessable and non-assignable, but shall be transferable among local chapters within the state.
- D Member of other State's Motorcycle Rights Organizations are eligible to become members of A.B.A.T.E. of LA., Inc., at no charge for the remainder of their home organization's membership. This excludes Life memberships. Proof of SMRO membership and Louisiana residency must be provided.
- E Membership to A.B.A.T.E. of LA, Inc. shall be terminated upon:
  - 1 non-payment of annual dues
  - 2 death of a member
  - 3 written request delivered by U.S. Mail to the corporation business address
  - 4 findings by a majority vote by the State Board that a member's conduct at meetings or events has been detrimental/aversive to the organization. A hearing for the member in question will be available at his/her request. A panel of five will be selected randomly by the Executive State President from the general membership to hear the case. Decision of this panel is final.

## ARTICLE VI

### EXECUTIVE STATE BOARD

The corporation shall be governed by the Executive State Board.

- A The Executive State Board Officers of the corporation shall be President, Vice President, Secretary, and Treasurer. All Executive State Board positions are elected positions.
- B ELECTION AND TERM OF OFFICE
  - 1 The State President, Vice President, Secretary, and Treasurer shall be elected every two years. The State President and Secretary shall be elected every EVEN year. The Vice President and Treasurer shall be elected every ODD year in order to provide continuity to the corporation.
  - 2 Nominations for Executive Board positions shall be taken at the September State Board meeting in the appropriate year. Elections shall be held at the next State Board meeting in November.
  - 3 There shall be a sixty-day transition period for the new elected Executive State Officers to acquaint themselves with their new positions. They shall assume office in the month of January following the November election.
  - 4 Vacancies on the Executive State Board will exist a) on the death, resignation, or removal of any Executive State Board member; b) failure of any Executive State Board member to attend regular State Board meetings on two occasions, unless excused by the action of the Executive State Board.
  - 5 Vacancies on the Executive State Board shall be filled by the State Board at its next regular meeting or at a special meeting called for that purpose. The Executive State Board shall not be limited to its own rank in filling such vacancies.
- C DUTIES
  - 1 State President: The President shall be the executive chief officer of the corporation and shall, in general, be subject to the control of the State Board, supervise and control all business and affairs of the corporation. He/She shall perform all duties incident to the office and such other duties as may be required by law, and the Articles of Incorporation of the corporation, or by these Bylaws, or that which may be prescribed from time to time by the State Board. He/She shall preside at all meetings of the State Board, and be an ex-officio member of all standing committees. The State President shall represent the corporation before all business, government, and individual organizations and agencies. He/She shall co-sign with the State Treasurer all corporation checks. The State President shall have the tiebreaker vote in the event of a tie vote among the Chapter Delegates.
  - 2 State Vice-President: The Vice-President shall, in the absence of the State President, perform all duties required of, have all powers of the State President, and act as an officio member of all standing committees. He/She shall perform such other duties as from time to time that may be assigned by the Executive State Board. If the State President cannot complete his/her term, the State Vice-President will finish the term of office. The position of the State Vice-President will be filled by holding a special election meeting of the State Board.
  - 3 State Secretary: The State Secretary shall certify and keep at the principle office of the corporation or at such place, a copy of its Bylaws, as amended; keep at the principle office of the corporation or at

such place , as the State Board may order, a book of all State Board meeting with minutes, time and place of holding, whether regular or called, and if called, how authorized; see that all notices are duly given in accordance with the provisions of the Bylaws or as required by law; in general, perform all duties incident to the office of State Secretary and other such duties as from time to time may be assigned to him/her by the Executive State Board.

- 4 State Treasurer: The State Treasurer shall maintain a State checking account. All funds must be deposited into this account. He/She must record the income and disbursements of such funds. He/She shall keep accurate books of account and report to the State Board as to the financial condition of the corporation. Withdrawals from the corporation funds shall be made by check signed by the State President and the State Treasurer. The State Treasurer shall keep a copy of records at the principle office of the corporation or at such other place and make this information accessible to anyone upon request. The State Treasurer shall be bonded and the State books shall be maintained by an accountant annually, or as the need arises for required financial reports. The accountant must be approved by the State Board, cannot be a member of, nor related to a member of the State Board. The State Treasurer receives all Chapter financial reports on a monthly basis. He/She is responsible for the completion of the yearly tax forms.

#### D GENERAL POWERS

All corporate powers shall be exercised by or under the authority of, and the business and affairs of the corporation controlled by the State Board. The State Board shall arrange the publication of an official newsletter for the organization, shall hold bi-monthly meetings of the State Board, and coordinate and/or arrange for such other programs/events that may be appropriate from time to time.

#### E SPECIAL MEETINGS

Special meetings may be called by the State President as the need arises to discuss particular items. At least ten days notice must be given to all State Board members.

#### F REIMBURSEMENT

Officers and Trustees shall receive no compensation for their services. However, all members of the Executive State Board shall be reimbursed for their reasonable and necessary expenses in the attending of regular State Board meetings, special Executive State Board meetings, and visiting local chapter meetings. Additionally, all Executive State Board members shall be reimbursed for such telephone and travel expenses incurred in the completion of their duties as assigned by the State Board. Chapter Presidents and Chapter Delegates will receive reimbursement from their chapters. Executive State Board members, if doing State business, shall be reimbursed from the State General Fund. Requests for reimbursements shall be presented to the Executive State Board within thirty days of the expenses incurred.

#### G EXECUTIVE BOARD MANUAL

The corporation shall be governed by an Executive Board Manual, which shall contain the current Bylaws, Executive Board directives, Bylaw amendments, resolutions, policy and procedures, and all State Board meeting minutes and agendas. The manual shall be kept at the Executive State level.

## ARTICLE VII

### STATE BOARD OFFICERS

The affairs of the corporation shall be managed by the Executive State Board, consisting of but not limited to, the Chapter Delegates and Trustees. Each member holding one of the said positions must be a member in good standing and hold a current paid membership card.

- A Executive State Board: See Article VI, Section A

- B The Chapter Delegates of the corporation shall be the Chapter President and Delegate-at-Large from each said local chapter.

- C The Trustees of the corporation shall be: State Sgt.-at-Arms, State Legislative Director, State Products Manager, State Newsletter Editor, and State Membership coordinator. Trustees are an appointed position. The Executive State President may appoint other Trustees than those listed above as the business of the corporation may require.

#### D DUTIES

- 1 Sgt.-at-Arms: The State Sgt.-at-Arms shall maintain peace during a State Board meeting. He/She shall be in charge of all security arrangements for any and all State events, and, if unable to attend any scheduled event, shall notify the State President at the earliest possible time. The State Sgt.-at Arms

shall coordinate with Chapter Sgt.-at-Arms for all A.B.A.T.E. state functions. He/She shall perform additional duties as directed by the State President.

- 2 State Legislative Director: The State Legislative Director shall work in the legislative and government affairs, including motorcycle safety and awareness programs. He/She shall work as a liaison with other organizations, clubs, and groups on state and national levels, shall encourage grass-roots participation in the organization, and shall encourage members to vote, and participate politically. He/She shall work legislative bills as decided by the State Board and shall get approval from the State Board before a commitment is made on policies, direction, and goals. He/She shall also provide at minimum, a monthly report of legislative news to each local Chapter Legislative Director, or Chapter President.
- 3 State Products Manager: The State Products Manager shall order, inventory, and distribute all State A.B.A.T.E. products. He/She shall submit bi-monthly inventory and financial reports to the Executive State Board, as well as an annual physical inventory with a financial report at the November meeting. He/She shall maintain a checking account in the name of A.B.A.T.E. of LA. Inc., State Store. Withdrawals from this account shall require the signature of the State Products Manager and the State President. The State Store account shall be subject to a maximum limit of \$2000.00. All excess funds shall be forwarded to the State Treasurer. Funds in the State Store account shall be used only for the payment of such reasonable and necessary expenses as may be incurred in the normal operation of business. Prior approval by the Executive State Board is not necessary for the payment of normal expenses unless such expenses should exceed \$1000.00. He/She shall coordinate, and maintain all State security equipment and be responsible for an annual inventory to the Executive State Board.
- 4 State Newsletter Editor: The State Newsletter Editor shall be responsible for printing, publishing, and mailing a bi-monthly newsletter, *Bayou Bikin' News*, to all members, and complimentary issues to interested parties. He/She shall handle billing of all advertisements, and receiving of fees for such. The editor shall select material for the newsletter, so as portray a positive image of the organization to the general public. He/She shall print all Bylaw Amendments, and shall print the complete Bylaws every other year.
- 5 State Membership Coordinator: The State Membership Coordinator shall keep and record an accurate general membership list. He/She shall provide the Executive State Board with a copy of the general membership list. He/she shall also provide each Chapter President a membership list of members that joined that particular chapter. Any monies that are received from membership applicants shall be turned over to the State Treasurer. He/she shall provide each local chapter with blank triplicate membership applications. He/She shall also provide NCOM a list of new/renewal members on a monthly basis for the process of membership cards.

#### E NOTICE OF STATE BOARD MEETINGS

Written notice of regular State Board meetings shall be mailed by the Chapter President hosting the meeting at least thirty days prior to the meeting. Such notice shall be mailed to all Executive State Board Members and Chapter Delegates. Notice shall include place, date, time, directions, and a contact phone number.

#### F ATTENDANCE

Meetings of the State Board shall be open to all members of the organization; guests are welcome but must be put on the agenda to speak. Request by Chapter Delegates/Trustees for items to be placed on the agenda of the regular meeting shall be submitted to the State President not less than ten days prior to the meeting. Participation by persons other than Chapter Delegates and Trustees in meeting discussions or presentations shall be at the discretion of the State President.

#### G QUORUM

Two-thirds of the present membership of the State Board shall constitute a quorum for the transaction of business. No meeting shall be legally convened unless a quorum is present. Unless otherwise specified by provision of these Bylaws, a simple majority shall be sufficient to carry a motion.

#### H VOTING

Only the Chapter Delegates shall have voting power at all State Board meetings.

#### I RULES OF ORDER

Robert's Rules of Order, as revised, shall be the parliamentary authority in all meetings of A.B.A.T.E. of LA Inc.

#### J RESIGNATION

Any officer may resign at any time by giving written notice to the State President or State Secretary. Any such resignation shall take effect at the time specified therein or at the pleasure of the Executive State Board, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

#### K REMOVAL

- 1 Local Officers: The membership of any local Chapter may, at any time, remove from office any officer elected by that body, with or without cause, by recall of the majority vote of the membership of the body.
- 2 Executive Officers: The Executive State Board may remove from office any officer elected by that body, at any time, with or without cause, by a two-thirds vote, a quorum must be present.
- 3 Property of the Organization: Upon completion of their term or removal of office, all officers and Trustees shall surrender to the Executive State Board, immediately (within thirty days) all documents and property of A.B.A.T.E. of LA, Inc., in their possession.

## ARTICLE VIII

### MISCELLANEOUS PROVISIONS

#### A CONTRACTS

The Executive State Board, except as otherwise provided by these Bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and in the behalf of the corporation, and such authority may be general or conformed to specific instances. Unless so authorized, no officer, agent, or member shall have any power or authority to bind the corporation by any contract or engagement, or to pledge its credit or render it liable pecuniary for any purpose or amount.

#### B FISCAL YEAR

The fiscal year of the corporation shall be from January to December of each year.

#### C EVENTS

- 1 All State-sanctioned events will be planned at least four months in advance except in an emergency or under special circumstances. Members should be notified at least two months in advance of events.
- 2 Benefits may be held for current members, in good standing, and A.B.A.T.E. OF LA. Inc., shall recover all funds expended for the event, plus 10% of the gross.
- 3 All flyers issued by A.B.A.T.E. must contain a disclaimer statement to the effect that donation to the organization is non-tax deductible, and A.B.A.T.E.'S EIN # 72-1313712.

#### D PERSONAL LIABILITY

No officer, Trustee, or member of this organization shall be personally liable for debts, liabilities, or obligations of the corporation.

#### E MEETINGS

- 1 No A.B.A.T.E. State Board or Chapter meetings shall be held in an establishment where alcohol is the primary product for sale while the establishment is open for business. No alcohol purchase of any kind will be permitted during A.B.A.T.E. State Board or Chapter meetings.
- 2 An attendance list will be filled out at all State and Chapter meetings, including all functions. The list will be maintained by the corresponding secretary for the meetings and the function list by the sponsor. Each will be forwarded to the State Secretary for file.
- 3 Discussion of any subject at a State Board meeting will be limited to 5 minutes, after the time has expired the subject will be tabled, voted on, or the State President will decide if to extend the discussion for one additional 5 minute time limit. The State Sgt.-at-Arms will be the timekeeper.

#### F AWARDS

Petitions for FREEDOM FIGHTER patches must be in writing, and be presented to the Executive State Board.

#### G PUBLIC RELATIONS

- 1 No member of A.B.A.T.E. OF LA Inc., shall issue any communication to any one concerning A.B.A.T.E. State or Chapter business unless prior approval is obtained from the Executive State Board President or Vice President.
- 2 Any A.B.A.T.E. member must notify their Chapter President before planning any event or function that includes A.B.A.T.E. or committing A.B.A.T.E. to help with any function for any cause. Chapter Presidents are ultimately responsible for any activity that occurs in their chapter.
- 3 For any NON-A.B.A.T.E. function, the organization requesting our assistance must furnish to A.B.A.T.E., in writing, exactly what is expected, how many persons will be needed, how long each will work, and what A.B.A.T.E. will receive for its efforts. This is to be submitted at least 30 days prior to the event to the Executive Board Officers for approval.
- 4 A.B.A.T.E. of LA Inc sponsors Magnolia School Toy Run. Each said local chapter has an option to endorse one charitable event per year with approval of the Executive State Board.

#### H NEWSLETTER

The deadline for articles and reports for the State newsletter, "*Bayou Bikin' News*" will be the 15<sup>th</sup> of the month prior to the issue date.

#### I A.B.A.T.E. NAME / LOGO

The use of the A.B.A.T.E. OF LA Inc., name and logo on any product or correspondence must have State Board approval. The request for use must be submitted in writing with all details.

## ARTICLE IX

### LOCAL CHAPTERS

#### A PURPOSE

The primary purpose of a local chapter shall be to help improve the effectiveness of the corporation in obtaining its goals.

#### B ORGANIZATION

- 1 General: A local organization may be chartered by act of the Executive State Board in any area of the state where there are ten or more members living whom request in writing that the Executive State Board grants such a charter. Each local chapter will operate as a non-profit segment of the organization in accordance with these Bylaws.

#### C OFFICERS

The officers of each chapter shall be President, Vice-President, Secretary, Treasurer, and Delegate-at-Large. The Chapter Trustees shall be Sgt.-at-Arms, Legislative Coordinator, Products Representative, and Newsletter Reporter. Other Trustee positions may be created as deemed necessary by the Chapter President.

#### D ELECTION AND TERM OF OFFICE

- 1 Chapter Officers shall serve a term of one year. Nominations for chapter officers shall be taken at the chapter meeting in the month of November. Elections shall be held at the next meeting in December. Newly elected officers shall begin their term in January, following the December election. There shall be a thirty-day transition period in which to acquaint them with the new position.
- 2 Chapter Trustees shall serve a term of one year. Chapter Trustees are an appointed position by the Chapter President.
- 3 There are no term limits.

#### E DUTIES

- 1 Chapter President: shall preside over all meetings of the chapter, insure the accomplishment of duties by other chapter officers and trustees in the time frame allotted, initiate such actions as are necessary to insure the orderly operation of the chapter, act as a spokesperson for the chapter before all business, government, and individual organizations and agencies, serve as an ex-officio member of all committees, will appoint a protem to fill a vacant position until the next regular meeting when the members can vote on a person to fill the vacant position. Shall submit a list of all chapter officers for the year at or before the January State Board meeting. This list will contain name, address, phone number, and email address. Shall submit a written chapter report to each State Executive Board Officer each month to keep them informed of chapter activities.
- 2 Chapter Vice-President: shall act as an assistant to the Chapter President and perform the duties thereof in the event the Chapter President shall be incapable of performing those duties, shall chair all committees.
- 3 Chapter Secretary: shall act as recording secretary at all chapter meetings, insure completion of all chapter correspondences, reports, and required forms in a timely manner, receive, record, and file records of all activities and business transactions of the chapter. Shall keep and maintain accurate records of the chapter's monthly minutes and send a copy to the Executive State Secretary after minutes have been accepted at the next monthly chapter meeting.
- 4 Chapter Treasurer: shall receive, record, and account for all chapter funds in accordance with the legal and corporation policies, shall maintain a chapter checking account, withdrawals deemed necessary from the chapter account must require signatures by the Chapter Treasurer and Chapter President, maintain and furnish such financial records to the chapter officers as may be required, and shall prepare a monthly financial report to be sent to the State Treasurer. The chapter account may not exceed \$200.00 without the approval of the Executive State Board. A check must be given to the State Treasurer on a monthly basis for excess funds after that particular month has been balanced with the bank statement.

- 5 Chapter Delegate-at-Large: shall represent the chapter, and vote accordingly of the majority of the chapter's members on issues at State Board meetings. In His/Her absence of a particular State Board meeting, must ask a chapter member to fill His/Her role as chapter delegate with prior approval of the Chapter President
- 6 Chapter Delegate: shall be the Chapter President and Chapter Delegate-at-Large. Each holds one voting right at State Board meetings.
- 7 Chapter Sgt.-at-Arms: shall be in charge of all security arrangements for any chapter events, and, if unable to attend an event, shall notify the Chapter President at the earliest possible time, coordinate, maintain, and secure all chapter equipment, perform additional duties as directed by the Chapter President or the Executive State Board, coordinate with the State Sgt.-at-Arms at state events, be responsible for annual inventory of all chapter property to be submitted to the State Products Manager at the November State Board meeting.
- 8 Chapter Legislative Coordinator: shall keep the chapter informed on all local, state, and national news, shall work with the State Legislative Director on all related items.
- 9 Chapter Products Representative: shall inventory and distribute products received from the State Store, be responsible for collected product monies, and provide an inventory of products on a monthly basis to the State Products Manager. Monies collected are to be turned over to the Chapter Treasurer, in which a check is written to the State Store for the same amount.
- 10 Chapter Newsletter Reporter: shall be responsible for printing, publishing, and mailing a chapter information letter to all members and complimentary issues to interested parties, select material for the information letter so as to portray a positive public image of A.B.A.T.E. of LA, Inc. to the general public.
- 11 Road Captain: shall follow all state and local laws, shall organize the route used for chapter runs with the approval of the Chapter President, has the authority to eject anyone from a run that is not following the Rules of the Road. Chapter President may appoint as many Road Captains deemed necessary in order to provide safe riding for that chapter.

#### F QUORUM

No meeting shall be legally convened unless a quorum is present. A chapter quorum consists of ten percent of the chapter's membership. The Chapter President and or Vice President must be in attendance, along with the Chapter Secretary. If for some reason the secretary cannot be present, the residing President/Vice President may appoint a standing secretary for that meeting.

#### G CHAPTER DISCIPLINE

In order to protect the integrity of the organization, and to maintain accountability to the membership, the Executive State Board shall maintain certain powers of discipline over the local chapters. In the event that the officers and/or members of any local chapter fail to conduct the business and affairs of the corporation in such a manner which would reflect well on the organization as a whole, the Executive State Board may, at their discretion, first issue a written reprimand, then may enact other measures of discipline as may be deemed necessary, including but not limited to revocation of chapter status. At the time of such disciplinary action, the local chapter may ask for an appeal, which would be heard by the Executive State Board. Decision of the Executive State Board will be final.

#### H PROBLEM SOLVING

Each local chapter President shall address and resolve any problem/conduct at a meeting/event that may arise that is strictly a chapter-level problem. If a question arises whether the problem is of state-level significance, the Chapter President may request to be heard by the Executive State Board for assistance in resolving the problem. The Executive State Board shall then determine if the problem is a state-level or chapter-level problem. The Executive State Board or Chapter Board shall then act accordingly.

#### I A.B.A.T.E. PROPERTY

All Chapters will make a list of all A.B.A.T.E. OF LA Inc. property in their possession and submit it to the State Products Manager. Any Chapter desiring to use any of this property will contact the State Products Manager for availability. The member using the equipment will be responsible for picking up and returning same.

#### J CHAPTER FINANCES

Each Local Chapter shall maintain a checking account and the cap on the account shall be \$200.00. Any excess funds shall be forwarded to the State Treasurer after each month has been reconciled with that month's bank statement. Each Local Chapter shall submit a written Chapter Financial Report and copy of that month's bank statement to each Executive State Board Officer.

#### K CHAPTER DEBTS

All debts for products received from the State Store shall be paid promptly by the local chapter. Any chapter owing a debt over thirty days past due shall lose their delegate votes at State Board meetings until the debt is paid. If the debt becomes over ninety days past due, then the Executive State Board will then meet to discuss the future of the chapter. Representatives of the chapter must appear before the Executive State

Board to request that the chapter be allowed to operate. If no such request is made, the chapter will be considered dissolved. Local Chapters shall incur no debt in excess of \$100.00 without prior authorization of the Executive State Board.

**L CHAPTER CALENDAR**

Each Local Chapter shall prepare a calendar of events for the next upcoming year for all chapter meetings and events to be turned in at the January State Board Meeting. No chapter shall schedule such to conflict with any State Board meeting or State Event.

**M CHAPTER MANUAL**

The Chapter Board Manual shall consist of a copy of the current Bylaws, Executive Board directives, Bylaw amendments, resolutions, policy and procedures, and all Chapter meeting minutes and agendas. A manual shall be kept at the Chapter level by the respective secretary.

**N DISSOLUTION OF LOCAL CHAPTER**

If for reasons stated below, a local chapter dissolves, all monies, property, and assets of the chapter shall be turned over to the Executive State Board within thirty days of the chapter's dissolution. It will then be distributed appropriately (i.e. monies to the State Treasurer, products and equipment to the State Products Manager). The Executive State Board shall use all and any legal actions necessary to recover money, property, and assets of the dissolved chapter. A local chapter shall be considered dissolved for any of the following reasons:

- 1 Less than ten current paid members
- 2 Failure to send delegates to three consecutive State Board meetings
- 3 Failure to have formal communication for a period of six months with the State Board
- 4 Failure to submit or maintain up-to-date financial, and chapter reports for three months

## **ARTICLE X**

### **NOTICES**

Whenever any notice is required to be given to any Officer or Trustee, or to any other person by statute of these Bylaws, whether of a meeting or for some purpose, it may be given personally or sent to such Officer or Trustee by mail, telegram, telephone, or other form of communication.

## **ARTICLE XI**

### **BYLAWS**

**A Amendments**

Bylaws may be amended or repealed at any regular meeting of the State Board by a two-thirds majority vote present at State Board meeting...

**B Revisions**

Bylaw revisions are as follows:

- 1 Committee appointed by Executive State Board.
- 2 A sixty-day notice given to general membership of special meeting held by State Board.
- 3 Appointed committee presents revised Bylaws to members present.
- 4 Revision of Bylaws passed by two-third majority vote of members present.

**C Effective Date**

Amendments/Revisions to these Bylaws shall become effective immediately upon voting unless otherwise designated by the Executive State Board.

## **ARTICLE XII**

### **DISSOLUTION OF THE CORPORATION**

Upon dissolution of this corporation, the Executive State Board shall, after paying or making provisions for the payment of all liabilities of the corporation, contribute all the assets of the corporation to the Louisiana Rider Education Program.