



American Legion Riders Chapter 216
Ernest F. Oldenburg Post 216
510 W. Commerce, MI 48381
CONSTITUTION
Department of Michigan

Preamble

For God and Country, we associate ourselves together for the following purposes: To uphold and defend the constitution of the United States of America; to maintain law and order; to foster and perpetuate a one hundred percent Americanism; to preserve the memories and incidents of our associations in the Great Wars; to inculcate a sense of individual obligation to the community, state and nation; to combat the autocracy of both the classes and the masses; to make right the master of might; to promote peace and good will on earth; to safeguard and transmit to posterity the principles of justice, freedom and democracy; to consecrate and sanctify our comradeship by our devotion to mutual helpfulness.

Article I—Name

Section 1: The name of this organization shall be (American Legion Riders Chapter 216), The American Legion, Department of Michigan.

Article II—Objectives

Section 1: The objectives and purposes of American Legion Riders Chapter 216 shall be to promote the principles and policies as set forth in the foregoing preamble, and the National and Departmental Constitutions of The American Legion Riders.

Article III—Nature

Section 1: American Legion Riders Chapter 216 is a civilian organization, and membership therein does not affect or increase liability for military or police service.

Section 2: This organization shall be nonpolitical and shall not be used for the dissemination of partisan principles nor for the promotion of the candidacy of any person seeking public office or preferment.

Section 3: Rank does not exist in The American Legion Riders Chapter 216; no member shall be addressed by his military or naval title in any meeting of American Legion Riders Chapter 216.

Article IV—Membership

Section 1: Eligibility for membership in the American Legion Riders Chapter 216 shall be as prescribed by the National Constitution of The American Legion Riders.

Section 2: Application for membership shall be made in writing under such regulations as may from time to time be prescribed by the American Legion Riders Chapter 216 Executive Committee.

Section 3: All applications for membership shall be acted upon at the next Chapter meeting following the making of such application, and shall at such meeting be accepted, rejected, or referred for further investigation and consideration. If a majority of the members cast their vote against the acceptance of said application, then such application shall be recorded as rejected.

Section 4: American Legion Riders Chapter 216 shall be the judge of its own membership, subject to the restrictions of the National and Department Constitution and By-Laws. Any member of Chapter 216 may be expelled for cause by a two-thirds vote of the Executive Committee after charges are preferred under oath in writing, and a fair trial had upon the same. Chapter 216 shall refer to and comply with the Rules of Procedure for the Trial of Chapter 216 Members and/or Post Officers as approved by the Michigan Department Riders Executive Committee.

Section 5: A member who has been expelled or suspended from Chapter 216 for any cause may be reinstated to membership by a two-thirds vote of the membership present in a Chapter meeting, and the payment of current dues for the year in which the reinstatement occurs.

Section 6: No person who has been expelled by a Chapter shall be admitted to membership in Chapter 216, without the consent of the expelling Chapter in writing, except that where such consent has been asked for and denied by such Chapter, may then appeal to the Executive Committee of the expelling Chapter for permission to apply for membership in Chapter 216, and shall be ineligible for membership until such permission is granted.

Article V—Officers

Section 1: The administrative affairs of American Legion Riders Chapter 216 shall, except as otherwise provided by the By-Laws, be under the supervision of the Executive Committee. The Executive Committee shall consist of all elected officers of Chapter 216. The term of office of members of the Executive Committee shall be for one year. Chapter 216, by its By-Laws, may provide for such other standing committees as the business of the organization may require.

Section 2: The officers of Chapter 216 shall be: Chapter Director, an Assistant Director, a Finance Officer/Treasurer, Sergeant at Arms, Secretary, Historian, Chaplain, and Road Captain. Additional members may select to participate under each of the elected executive positions to form a sub-committee.

Section 3: All officers shall be elected annually, and they shall hold office until their successors are duly installed or as otherwise provided. Any officer may be removed for inefficiency by the Executive Committee or Chapter Director, a two-thirds vote of said committee being necessary to effect such removal.

Section 4: Every member of Chapter 216 in good standing shall be eligible to hold office in Chapter 216.

Section 5: The duties of officers and the executive committee shall be those usually appertaining to such officers or committees and as further provided by the By-Laws.

Section 6: Chapter 216 shall hold the annual election in May when the Post has their elections. The newly elected or appointed Chapter Officers shall assume duties at the next membership meeting after the annual elections, and to be eligible as Chapter Officers shall have paid their dues at the time of election.

Article VI—Finance

Section 1: The revenue of Chapter 216 shall be derived from membership or initiation fees, from annual membership dues, and from such other sources as may be approved by the Chapter Executive Committee.

Section 2: The amount of such membership or initiation fees and the amount of such annual Chapter dues shall be \$25 and can be determined/adjusted by Chapter 216's Riders active members only.

Section 3: The Chapter Finance Officer shall record and give a copy of the finances to the Chapter Director at monthly meetings.

Section 4: The Finance Officer shall deposit into a Financial Institution all funds received through Fund Raisers and such annual per capita dues as may be properly assessed.

Article VII—Chapter Members

Section 1: Members who joined American Legion Riders Chapter 216 prior to July 24, 2003 shall be known as charter members.

Article VIII—American Legion/Auxiliary/Sons of the American Legion/Supporters

Section 1: American Legion Riders Chapter 216 recognizes an auxiliary organization to be known as the Auxiliary Unit of (Milford Post 216), The American Legion.

Section 2: American Legion Riders Chapter 216 recognizes a Sons of the American Legion to be known as the SAL Squadron of (Milford Post 216), The American Legion.

Section 3: American Legion Riders Chapter 216 recognizes **Supporters** of the American Legion to be known as the “Supporters” of (Milford Post 216), American Legion. To be a supporter requires Post Membership but waives the requirement of having a qualified motorcycle within the family.

Article IX—Amendments

Section 1: This Constitution is adopted subject to the provisions of the National Constitution of The American Legion Riders and of the Department Constitution of the Department of Michigan Riders, The American Legion Riders. Any amendment to said National Constitution or Department Constitution which conflicts with any provisions hereof shall be regarded as automatically repealing or modifying the provisions of this Constitution to the extent of such conflict.

Section 2: This Constitution may be amended at any regular Chapter meeting by vote of two-thirds of the members of said Chapter attending such regular meeting, providing the proposed amendment shall have been submitted in writing and read at the next preceding regular meeting of said Chapter, and providing, further, written notice via email shall have been given to all members at least 30 (thirty) days in advance of the date when such amendment is to be voted upon, notifying said members that at such meeting a proposal to amend the Constitution is to be voted upon.



By-Laws of American Legion Riders Chapter 216
(510 W. Commerce, Milford, Michigan 48381)
Department of Michigan

Article I

Section 1: The Chapter existing under these By-Laws is to be known as (American Legion Riders Chapter 216), The American Legion, Department of Michigan.

Section 2: The objectives of Chapter 216 are set forth in the Constitution.

Article II—Management

Section 1: The government and management of Chapter 216 shall be entrusted to the Executive Committee, which shall consist of all elected officers of Chapter 216.

Section 2: The elected officers of Chapter 216 shall constitute the Executive Committee and shall be elected annually in May. They shall take office at the regular membership meeting following the election. All elections of officers shall be by written or voice ballot, and the candidate receiving the highest number of votes for each office shall be elected.

Section 3: All vacancies existing in the Executive Committee or in any office of Chapter 216 from any cause other than the expiration of the term shall be filled by a majority vote of the remaining members of the committee, and a person so appointed shall hold office for the unexpired term of the member of the committee or officer who succeeded. A vacancy shall exist when a member or officer is absent from the Chapter 216 for a continuous period of (three (3) unexcused general membership meetings) and/or causes a cancellation of a quorum for a general membership meeting considered detrimental to the interest of the Chapter by the Executive Committee.

Article III—Chapter Executive Committee

Section 1: The Chapter Executive Committee may meet for organization and such other business as may come before it at the call of the Chapter Director within 10 days after the installation of the new officers. Thereafter, the Chapter Executive Committee shall meet at the call of the Director at least every 30 (Thirty) days and as often as said Director may deem necessary. The Director shall call a meeting of the Chapter Executive Committee upon the joint written request of three or more members of said Chapter Executive Committee; (3) members of the committee shall constitute a quorum thereof.

Section 2: The Chapter Executive Committee shall have the authority to hire and terminate such employees as may be necessary; may require adequate bonds from all persons having the custody of Chapter funds; may hear the reports of Chapter committee chairs; and generally, may have charge of and be responsible for the management of the affairs of this Chapter.

Article IV—Duties of Elected Officers and Appointed Officers

Section 1: *Duties of (Elected) Chapter Director.* It shall be the duty of the Chapter Director to preside at all meetings of the Chapter and to have general supervision over the business and affairs of the Chapter, and such officer shall be the chief executive officer of the Chapter. The Director shall make an annual report covering the business of the Chapter for the year, and recommendations for the ensuing year, which shall be read at the annual meeting and a copy thereof immediately forwarded to the Chapter Secretary. The Director shall perform such other duties as directed by the Chapter.

Section 2: *Duties of (Elected) Assistant Director.* The Assistant Director shall assume and discharge the duties of the office of Director in the absence or disability of, or when called upon by, the Chapter Director. The Assistant Director shall have charge of all matters pertaining to the membership of the Chapter, including the procuring of new members, reinstatements, and eligibility of members. The Assistant Director shall create and maintain a spreadsheet of members by name and position: Legionnaire, SAL, Auxiliary, Supporter. He/she shall oversee membership in the Chapter and shall perform such other duties as are customary of the office. He/She shall collect dues and submit them to the Treasurer.

Section 3: *Duties of (Elected) Secretary.* The secretary shall register and maintain records of all members and officers by membership form. The Secretary shall

have charge of and keep a full and correct record of all proceedings of all meetings, keep such records as the Department and National Organizations may require, render reports of membership annually or when called upon at a meeting, and under direction of the Director handle all correspondence of the Chapter. The Secretary shall perform such other duties as may be directed by the Chapter/Director.

Section 4: Duties of (Elected) Finance Officer/Treasurer. The Finance Officer/Treasurer of the Chapter shall have charge of all finances and see that they are safely deposited in a local bank or banks and shall report once a month to the Executive Committee and Members/Riders the condition of the finances of the Chapter, with such recommendations as may be deemed expedient or necessary for raising funds with which to carry on the activities of the Chapter. The Finance Officer/Treasurer shall sign all checks disbursing the monies of the Chapter and shall be furnished such surety bonds in such sum as shall be fixed by the Chapter's Executive Committee and shall perform such other duties as may be determined by the Chapter.

Section 5: Duties of (Elected) Sergeant-at-Arms. The Sergeant-at-Arms' responsibilities include maintaining order at meetings and gatherings, assisting the Road Captain with safety matters during rides, and ensuring proper protocol is followed. They also play a role in welcoming new members, ensuring proper flag etiquette is observed, and assisting with the setup and logistics of meetings and events. Perform such other duties as are customary of the office and as may, from time to time, be assigned by the Director or Executive Committee.

Section 6: Duties of (Elected) Chapter Historian. The Chapter historian is responsible for recording and preserving the history of the ALR chapter, including events, activities, and accomplishments. This involves documenting activities, collecting photos and other memorabilia, and potentially disseminating information to external media. The historian also works to inform and educate

the public about the ALR's mission and activities and shall perform such other duties as may properly pertain to the office as may be determined by the Chapter or the Executive Committee.

Section 7: Duties of (Elected) Chapter Chaplain. The Chapter chaplain shall be charged with the spiritual welfare of the Chapter 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 headquarters from time to time and shall perform such other duties as directed by the Chapter.

Section 8: Duties of (Volunteer) Public Relations Officer (Optional). The Public Relations Officer (PRO) is an optional position responsible for communicating the ALR's message and image to the public. This includes informing, enlightening, and educating the public about the ALR's activities, goals, and beliefs, as well as providing information related to veterans' issues. The (PRO) maintains a constant relationship with all local businesses, schools, churches, Parks & Recreation, local Police, and the Fire Department and publishes all Chapter events for the annual calendar.

Section 9: Duties of (Appointed) Riders Event Coordinator (Optional). The Optional Riders Event Coordinator (REC) is to organize and promote Chapter activities and events. Provide advertising flyers, web postings, news releases, and other materials to publicize events. Plan all tours, runs, activities, and events, including leading formation riding or parades. Assist the Road Captain in enforcing all rules of Safe riding during events. Serve as Chairperson of the events committee. Work with the Chapter Historian to compile information for the Chapter to report on related events.

Section 10: Duties of (Elected) Road Captain(s). The Rider's Road Captain is responsible for ensuring the safety and well-being of the group during rides, while also leading them to their destination in an organized manner. This includes conducting pre-ride briefings, assessing road and weather conditions, and potentially adjusting the route. They also play a key role in maintaining formation, managing traffic at intersections, and coordinating with other riders, such as sweepers. The Road Captain is the leader and facilitator of the ride, ensuring a safe, enjoyable, and organized experience for all participants. The Road Captain plays a crucial role in ensuring the safety of all members during rides and events. This role primarily involves enforcing safe riding practices, providing safety information and training, and potentially preparing safety briefings and presentations. The Road Captain is primarily responsible for ensuring that every

rider is in compliance with the Department of Michigan's Motor Vehicle Laws. The Safety Captain will verify every ALR's Chapter 216 member's registration, insurance, and driver's license (CY) endorsement documents are current and up to date. The Ride Captain is responsible for inspecting every ALR's Chapter 216 member's motorcycle for proper working condition, headlights, turn signals, brake lights, tire conditions, mirrors, license plates and tags, etc.

Section 12: Duties of Supporters. This Post does not differentiate between a Rider and a Supporter, and they maintain full membership rights. The only difference is a Supporter does not have a motorcycle in the household. They are members of at least one of the post's components: Legion, Auxiliary, or Sons of the American Legion. ALR Supporters assist the main ALR chapter with its activities and fundraising efforts. They provide support, often including participation in parades, ceremonies, and charitable events, while adhering to ALR guidelines and the American Legion's principles.

Article V—Delegates

Section 1: Delegates and alternates to a Michigan Department Riders convention shall be elected by ballot by the Chapter members at a regular meeting of the Chapter to be held at least twenty (20) days prior to the date of such convention.

Article VI—Appointments

Section 1: The Chapter Director has the option each year to appoint such officers as may be prescribed, but not limited to the following Standing Committees:

Welcoming Committee, Public Relations Committee. Such standing committees shall consist of such members, and the chair thereof, as shall be designated by the Chapter Director.

Section 2: Optional Welcoming Committee. The principal duty of the Welcoming Committee (All Members) is to ensure that all new members are properly initiated. The committee also concerns itself with proper presentation of detail and the wearing of Legion Riders regalia.

Section 3: Optional Public Relations Committee. The Public Relations Committee shall be charged with the promotion of public support of the Riders program by the establishment of proper contact with The American Legion Riders Forum, Department and National Legion Riders news service and by local publicity of Chapter programs and activities, promotion of Chapter advantages and arrangement for social activities.

Article VII—Resolutions

Section 1: All resolutions of state or national scope presented to this Chapter by a member or reported to this Chapter by a committee shall merely embody the opinion of this Chapter on the subject and a copy of same shall be forwarded to the American Legion Post 216 Commander for its approval before any publicity is given or action other than mere passage by the Chapter is taken.

Article VIII—Meetings

Section 1: The regular meetings of Chapter 216 shall be held at Post 216 in the back of the Clubroom, on the 2nd Monday of each calendar month @ 7:00 pm, at which may be transacted such business as may properly be brought up for action; such meetings may be converted into entertainment meetings, as may be deemed advisable by the officers of the Chapter.

Section 2: The Chapter Director or a majority of the Executive Committee shall have the power to call a special meeting of the Chapter at any time.

Section 3: Upon the written request of three (3) ALR members, the Executive Committee shall call a special meeting of the Chapter.

Section 4: Three (3) members, including a qualified presiding officer, at a meeting shall constitute a quorum.

Section 5: Chapter 216 shall conduct, open, and close its local meetings as per the national “Officer’s Guide and Manual of Ceremonies” or its succeeding publication.

Section 6: Disbursement of any funds is determined by a majority vote at a regularly scheduled meeting, or, in emergency situations, by email to all members in good standing. Disbursement exceptions by the finance officer and approved by the Director would be limited to minor expenses such as check reordering.

Article IX—Notices

Section 1: Every member shall furnish the Assistant Director with a phone number, mailing and/or email address for notices.

Section 2: Elections are held at May’s membership meeting. To be eligible to run, a Rider must have a current membership with a Post and have paid their Rider’s dues. Individuals unable to attend an election must submit a letter of intent; floor nominations are permissible; posting a prior sign-up sheet in the post is not required. The month of May has historically been the Post’s established date for elections, and Riders will comply. The Chapter Secretary will give two (2) weeks’

notice for any special elections as determined by the board; otherwise, this can be accomplished at the next Rider's meeting.

Article X—Rules of Order

Section 1: All proceedings of Chapter 216 shall be conducted under and pursuant to Robert's Rules of Order, Newly Revised; except, as herein otherwise provided.

Article XI—Limitations of Liabilities

Section 1: Chapter 216 shall incur, or cause to be incurred, no liability nor obligation whatever which shall subject to liability any other Chapter, subdivision, members of The American Legion, or other individuals, corporations or organizations.

Article XII—Amendments

Section 1: These By-Laws may be amended at any regular Chapter meeting by a vote of two-thirds of the members of said Chapter attending such regular meeting: Provided that the proposed amendment shall have been submitted in writing and read at the next preceding regular meeting of said Chapter: and, Provided, Further, that written notice via email shall have been given to all members at least thirty (30) days in advance of the date when such amendment is to be voted upon, notifying said members that at such meeting a proposal to amend the By-Laws is to be voted upon.

Approved by: ***Dr. James A. McKinley***

Dr. James A. McKinley
American Legion Post 216
Milford, Michigan 48381
Riders Director
Dated: September 1, 2026