

CVFR LRRP

BY-LAW #4 – MEMBERSHIP MANAGEMENT

RESPONSIBILITIES

1. The President maintains unit membership records and looks after both new memberships and renewal memberships.
2. All members are responsible to annually pay their national and unit membership by the prescribed time. While the unit Executive will send out reminders during the normal renewal period, ultimately individual members are responsible to ensure they have paid their dues by the specific date.

MEMBERSHIP YEAR AND FEES

3. Membership dues are not prorated for persons who join during the year.
4. National fees: fees for new CVFR members and renewing CVFR members are set by National. Changes in these fees will be communicated to the members as soon as they are made known. Unit dues are established by the members of the individual unit and must be voted on annually.
5. Dues may be paid by cash, money order, or cheque; however, the payer will separate their payment for National and unit dues.

NEW MEMBERS

6. The President will communicate with "prospective" members for the purpose of familiarizing them with the CVFR and the role that CVFR LRRP, in particular, plays.
7. Once the person has decided to join, the President will collect/help the applicant fill out the application, collect national and unit dues and review The CVFR Constitution, unit By-Laws and confirm understanding and willingness to abide by these documents. Finally, explain how to access the National and unit websites and provide to the member the information needed for the National website to allow the member access to the forums.
8. The President will send the completed application to CVFR HQ and arrange for the new members package. Normally The CVFR crest is issued to the new member by the President or if s/he is unavailable, the next senior Executive member at a suitable time/place as recommended by the Sergeant-at-Arms.
9. An available Executive officer will meet the new member at an appropriate time to gain a better understanding of their riding experience/limitations and refer them to review The CVFR Ride Manual to ensure their understanding of CVFR group riding protocols and criteria for the winged wheel badge.

MEMBERSHIP RENEWAL PROCESS

10. Membership renewals are to go through the unit;
11. To ensure a proper audit trail, renewal fees will not be accepted by the unit prior to two

months before the date set, by National, for payment of National dues. The President will annually announce when and how members may remit their annual renewal fees. The President will remind members about the renewal process. A final email notice to those that have not paid will be send out by midway through the month in which dues are due, normally January..

12. The President will forward the package of National membership renewals with a list of the Road names of the renewals enclosed to The CVFR HQ by February 15th. Members renewing after the February meeting will include a stamped envelope for mailing late membership forms to CVFR HQ as the President will have already sent out unit package.

FAILURE TO PAY DUES

13. A person who does not renew National and Unit dues by the first day of February shall no longer be considered a member in good standing. As such, they are not eligible to attend CVFR meetings or events. The executive will inform them of this change in status and offer a chance to correct the situation by the first meeting of the following month. Failure to pay National and Unit dues by the first day of March shall be interpreted as a desire, on the part of the member, to resign from The CVFR and the Unit executive shall immediately recommend dismissal of the member as per the guidelines and procedure outlined in The CVFR Constitution.

RECRUITING AND TRANSFER OF MEMBERS

14. As a geographically dispersed unit, CVFR LRRP is free to recruit outside of traditional geographic boundaries and may accept new membership applications from anywhere. However, the Executive, when considering these applications, will normally recommend that the member join a regular CVFR unit if there is one in the applicant's geographic region.

15. In order that the availability of membership in CVFR LRRP does not undermine the cohesion and organizational advantage offered through membership in regular units, transfers to CVFR LRRP are restricted. Members of regular CVFR units who wish to transfer to CVFR LRRP must apply to do so to the President. Such transfers must be approved by both the unit and National Executives.

CONDITIONS/QUALIFICATIONS FOR MEMBERSHIP

16. Membership in the LRRP is restricted to those who do not maintain membership in any other Motorcycle or Riding Club. This condition may be waived with the approval of the Unit Executive. In general, a waiver will be considered for membership in other clubs whose members are drawn, primarily, from the Military, Law Enforcement, Fire Service, Coast Guard or other "first responders". In order for the Unit Executive to waive this condition, a benefit to the CVFR must be demonstrated of allowing the member to maintain membership in another Motorcycle or Riding Club.