

Bridgwater Chapter 9087

By-laws

Version 2.0

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1. Purpose

These By-laws govern the operation of Bridgwater Chapter 9087 and are intended to support the Harley Owners Group (H.O.G.) Chapter Charter and Operating Policies.

Where any conflict exists between these By-laws and official H.O.G. policies, the H.O.G. Charter and the Sponsoring Dealer's authority shall take precedence.

These By-laws shall be reviewed annually.

2. Code of Conduct

Every member is expected to:

- Treat everyone with dignity, courtesy and respect.
 - Promote a welcoming and inclusive atmosphere.
 - Respect differing opinions and beliefs.
 - Support the values of Harley-Davidson®, H.O.G., Bridgwater Chapter and the Sponsoring Dealer.
 - Behave in a manner that reflects positively upon the Chapter.
 - Respect Committee decisions once properly made.
 - Refrain from bullying, harassment, intimidation or discrimination.
 - Treat volunteers and Committee members respectfully.
 - Use social media responsibly.
 - Help maintain the friendly, family-oriented culture of the Chapter.
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3. Chapter Unity and Conduct

To preserve the unity, integrity and effective operation of Bridgwater Chapter, no member or group of members may establish, operate or represent a separate club, committee, organisation or structured group within the Chapter.

No individual or group shall create, promote or enforce rules, policies or procedures that conflict with, replace or undermine these By-laws, the Chapter Charter or decisions made by the Committee.

All official Chapter activities, communications and organised events shall operate under the authority of the Committee.

The Road Crew are encouraged to organise rides for the benefit of all members. Such rides remain official Bridgwater Chapter events and must not be presented as belonging to any separate club or organisation.

Conduct intended to divide the Chapter, undermine Committee authority or establish unofficial leadership may be dealt with under the Chapter's disciplinary procedures.

4. Membership

Members must hold current H.O.G. membership and Chapter membership where applicable.

Membership runs from 1 October until 30 September.

Membership fees shall be reviewed annually.

The Chapter welcomes members regardless of race, religion, disability, gender, sexual orientation or age.

Members may belong to other Chapters; however, Committee members may not simultaneously hold Committee office within another H.O.G. Chapter where this creates a conflict of interest.

Members are expected to:

- Maintain current contact details.
- Respect these By-laws.
- Support Chapter activities where possible.
- Behave appropriately at all Chapter events.

5. Confidentiality and Data Protection

The Chapter shall comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

Personal information shall only be used for legitimate Chapter business.

Member information shall not be shared outside the Committee except:

- where legally required;
- with the Sponsoring Dealer where necessary for Chapter administration;
- with the member's consent.

Members may request access to their stored information and request corrections where appropriate.

6. Chapter Identity and Regalia

Chapter patches, logos, flags and branding remain the property and identity of Bridgwater Chapter.

Members leaving the Chapter should cease wearing Bridgwater Chapter back patches.

Chapter branding shall not be used without Committee approval.

No member may alter or adapt existing club emblems, badges, patches or regalia to represent a subgroup within the chapter.

All club emblems badges, patches and regalia must be sourced and supplied by the chapter merchandiser.

7. Committee Structure

Primary Officers

- Director
- Assistant Director(s)
- Secretary
- Treasurer

Appointments shall follow current H.O.G. guidance and require Sponsoring Dealer approval.

Secondary Officers include:

- Head Road Captain
- Activities Officer
- Membership Secretary
- Editor
- Webmaster & Social Media Officer
- Merchandise Officer
- Photographer
- Safety Officer
- Assistant Head Road Captain

Additional appointed Non committee positions may include:

- Mileage Officer
- New Member Representatives
- Committee Helpers

Committee members shall:

- act honestly and in the best interests of the Chapter;
- declare conflicts of interest;
- maintain confidentiality;
- support Committee decisions publicly.

8. Committee Meetings

Committee meetings shall normally be held monthly.

Minutes shall be recorded by the Secretary.

An abridged copy of approved minutes may be made available to members upon request.

Members wishing to attend should notify the Director in writing at least 28 days beforehand.

The AGM shall normally take place during October.

9. Elections and Appointments

Secondary Officer applications shall open eight weeks before the AGM.

Candidates may be required to provide a short written statement.

Where more than one candidate applies, election shall be by secret ballot of fully paid-up members attending the AGM.

Committee Officers may vote.

Appointments shall always consider:

- commitment;
 - integrity;
 - ability;
 - experience;
 - the best interests of the Chapter.
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10. Financial Management

The Treasurer shall maintain accurate financial records.

Accounts shall be independently examined annually.

A financial summary shall be presented at the AGM.

Any expenditure above an agreed Committee limit shall require Committee approval.

11. Safety

Safety is the responsibility of every member.

Members participating in Chapter rides are responsible for ensuring:

- they hold a valid driving licence;
- their motorcycle is roadworthy;
- insurance is current;
- MOT requirements are met where applicable;
- appropriate riding clothing is worn.

Participation in Chapter rides is entirely voluntary.

Every rider remains responsible for:

- complying with the Highway Code;
- riding within their own ability;
- maintaining safe spacing;
- making their own riding decisions.

No rider should ever feel pressured to exceed legal speed limits or ride beyond their comfort level.

Members shall not participate in organised rides whilst impaired through alcohol, drugs or medication affecting their ability to ride safely.

Incidents, accidents and significant near misses occurring during official Chapter activities should be reported to the Director, Secretary, Head Road Captain and Safety Officer using the online referral document so lessons can be learned to improve future events. If necessary and in line with HOG guidelines, this can then be reported to the HOG Regional Manager.

Where practical, larger Chapter events should have access to basic first aid equipment and a nominated first aider.

12. Road Captains and Group Riding

Road Captains shall be appointed by the Committee.

Before every organised ride a briefing should include:

- destination;
- route;
- fuel stops;

- comfort breaks;
- emergency procedures;
- tail rider identification;
- riding formation.

Road Captains guide rides but cannot direct members to break the law.

Stopping traffic is prohibited.

All riders must obey the Highway Code at all times.

New members unfamiliar with group riding are encouraged to speak with the Road Captain before departure.

13. Events

Parents and guardians remain responsible for children attending Chapter events.

Photographs taken during events may be used in Chapter publications unless members request otherwise.

The Committee reserves the right to cancel or amend events due to weather, safety or operational reasons.

Members organising events shall carry out appropriate planning and risk assessment where necessary.

14. Dealership Relationship

Bridgwater Chapter is proud to be sponsored by Riders Motorcycles.

Members are encouraged to support the Sponsoring Dealer.

Members should not publicly promote competing motorcycle dealerships in a manner that undermines the Chapter or Sponsoring Dealer.

15. Social Media

Members should use social media responsibly.

Posts likely to bring the Chapter, Harley-Davidson®, H.O.G., the Sponsoring Dealer or fellow members into disrepute may result in disciplinary action.

Only authorised Committee members may publish official Chapter statements.

16. Complaints and Disciplinary Procedure

- Any such complaint(s) must be put in writing to the Chapter Director
- The complaint will be discussed by the Primary Officers and Dealership.
- The Director will contact the member about whom the complaint has been made in writing and make that person aware of the accusations brought against him/her. A one-to-one meeting may be held if deemed necessary.
- This member will then have 14 days in which to make a written reply.
- If the member chooses not to reply, a decision will be made based on the information already received.
- The Primary Officers, in consultation with the Dealer Principal, will then make a decision based on the information received.
- The decision will be forwarded in writing to the member against whom the allegations were made.
- This decision is final and there is no appeal.
- In the event that a decision is made to suspend or revoke a membership in the Chapter, the person in question will be informed in writing from the Committee in agreement with the Dealer Principal confirming the cancellation. This will give the reason for the cancellation in clear concise terms. The members Chapter dues will be refunded for the year and a copy of the written cancellation will be sent to the appropriate HOG Regional Manager.

Possible outcomes include:

- no action;
- informal guidance;
- written warning;
- temporary suspension;
- removal from Committee;
- termination of Chapter membership.

Any decision shall be confirmed in writing.

Confidentiality shall be maintained wherever reasonably possible.

17. Gross Misconduct

Gross misconduct includes, but is not limited to:

- violence;
- threatening behaviour;
- deliberate dangerous riding;
- theft;
- deliberate IT sabotage;
- criminal damage;
- hate speech;
- serious harassment;
- possession or use of illegal drugs at Chapter events;
- bringing the Chapter into serious disrepute.

Following investigation, sanctions may include immediate suspension or permanent removal from the Chapter.

Each case shall be considered on its own merits.

18. Amendments to the By-laws

These By-laws may be amended following approval by the Committee, Sponsoring Dealer and, where required, H.O.G.

The By-laws shall be reviewed annually to ensure they remain current and effective.

Closing Statement

Bridgwater Chapter exists to promote friendship, responsible motorcycling and enjoyment of the Harley-Davidson lifestyle.

Every member shares responsibility for maintaining the welcoming, respectful and safe environment that has made Bridgwater Chapter successful.