**Victory Motorcycle Club Local Chapter**

**Standards for Formation / Operation**

From the Victory Motorcycle Club Local Chapter Committee

**Why create Local Chapters?**

As the VMC evolves, more and more emphasis should be given to developing more localized VMC activity for recruiting new members and enhancing the Victory motorcycle experience. For the VMC and your Local Chapter to grow, the following are some goals that should be set.

* Develop strong relationships with other VMC Local Chapters. This will help with sharing best practice and new ideas.
* Share information and news on the VMC website forums.
* Become involved with some charity work. This will not only encourage your members but will also enhance the reputation of your LC and the VMC. What you choose to do is entirely up to your local membership. More information can be seen in Local Chapter Charity Activities later in this document.
* But maybe the most important reason for forming Local Chapters is for the fun and friendship. It is great to ride with friends, but there is nothing like riding with others who share your passion for Victory Motorcycles and joint membership of the original and best Victory club in the world.

**Definition and Responsibility of a VMC Local Chapter**

A VMC Local Chapter is made up of a group of VMC members that are Victory Motorcycle owners and enthusiasts. The minimum number to start a local chapter is 5 members of the VMC (who are in good standing).

Since the VMC is a family oriented organization other family members are encouraged to participate in the Local Chapter activities and they may join as associate and support members.

Non-Victory owners are allowed to participate in VMC Local Chapter “official” rides and events.

“Official” is defined as an event that is on a VMC Local Chapter calendar of scheduled events. To further clarify, a group of friends, some belonging to the VMC local chapter, who might have an “impromptu” afternoon ride would not be considered to be taking part in an “official” Chapter event, thus not subject to VMC or the Local Chapter group riding guidelines.

**An Important Note Regarding Liability**

The Local Chapter Committee researched the liability issue extensively. Local Chapter sponsored rides and events expose you to accident liability. Short of expensive liability insurance, there are two ways to minimize your Chapter’s exposure. First, acquire and implement the MSF (Motorcycle Safety Foundation) group riding safety material (we can supply you with this material). If you are overseas, your own country may also have a similar organization.

Second, be sure that your local Chapter strictly adheres to the VMC Local Chapter requirement that all members read, understand, and sign the VMC Local Chapter membership / liability wavier form (#VMC123). The Chapter Secretary must keep these forms on file.

Just as important is for all Chapter sponsored ride participants to sign specific event liability wavier forms (#VMC124). See Group Riding.

If you have any liability questions contact your Regional Representative or Local Chapter Administrator.

**Local Chapter Government**

The VMC Local Chapter will be a self-governed organization that follows the by-laws approved by the Chapter. The VMC Board recommends that the local Chapter leadership be made up of the following:

* Chapter President
	+ Main point of contact for VMC communication, and “go to” person.
	+ Responsible for communicating with their VMC Regional Representative or Local Chapter Administration relating to VMC/Local Chapter issues.
	+ As leader of the Chapter, the Chapter President will be responsible for enforcing the by-laws of the Chapter.
* Chapter Secretary
	+ Records meeting attendance and minutes
	+ Maintains copy of by-laws;
	+ Maintains member liability and ride/activity waivers.
* Chapter Treasurer (if needed)
	+ Control chapter funds (if appropriate)
	+ Disbursing LC funds on request of the Chapter President.
* Other positions and titles may be created according to the needs of the Local Chapter. Examples might be a Ride Coordinator, Sergeant-at-Arms, etc

**Local Chapter Charity Activity**

The VMC Board recommends that all local chapters support a charitable activity of their choice. If charitable work is undertaken by the local chapter, proper government accounting status must be obtained and followed. The specific needs will differ from country to country. Involvement in such activities is usually enjoyed by all involved and it is also a great way of promotion the good reputation of your LC and the VMC.

**Geographical Boundaries Guide**

The geographical make-up of the Chapter should be up to the Local Chapter, but it must be clearly defined. It could be any of the following:

* Wilshire District Chapter of the VMC (typically within a large city)
* Mammouth Lakes Chapter of the VMC (typically a group based on a regional feature)
* Luxembourg Chapter of the VMC (a national Chapter. This is an exceptional case – note the following paragraph)

As the Local Chapter grows it must reflect the local nature of its members – the “L” in LC! The Chapter name should reflect the geographical scope of the Chapter. Some exceptions are made especially for the international chapters due to the specifics, peculiarities and challenges of maintaining an active chapter outside the US, but usually a LC should be contained within a “local” area. The important thing before applying for Chapter status is to clearly define what geographical area you are proposing to cover, and to retain that focus once Chapter status has been achieved. Should you see an opportunity to grow beyond those boundaries the best solution would be to encourage the development of a new Chapter beyond your existing boundaries. Alternatively you should inform the VMC, through your Regional Representative (or for those overseas, through the Representative At Large) of any proposed expansion.

The VMC Regional Representative or Local Chapter Administration will review applications and determine the feasibility of starting a chapter in any given situation and / or location.

**VMC Artwork**

The use of the VMC patch, artwork, in any form or fashion will be controlled by the VMC, with flexibility allowed for local color and identity. This is simply to ensure that the purpose, goal, focus and mission of the VMC is retained.

The same engine and wings image that is on the VMC patch logo should be used. The Patch should also include “VICTORY MOTORCYCLE CLUB” along with the Chapter Name.

The VMC patch alone may be used as the Local Chapter patch with a rocker identifying the local chapter. The rocker should be as follows, “XXXXX Chapter ” with the Chapter rocker either above or below the VMC patch.

The VMC Board must approve all patch designs. An example of what must be avoided is the addition of other wording which suggests that this is anything but a Victory Motorcycle Club. An obvious example which would not be considered acceptable would be the addition of another motorcycle brand, such as “Victory and Indian Motorcycle Club” – that would not be approved. We are a Victory Motorcycle club and any insignia or patches must reflect that. Whether you allow riders of other makes of motorcycle to join your LC is your decision, but the badges, patches and other art work must remain clearly and purely “Victory”.

A separate document showing a few examples of Local Chapter patches is attached.

**VMC and Local Chapter Dues:**

The Local Chapter should be a self-funded organization. Collecting dues to fund Chapter activities is up to the Local Chapter. The Local Chapter will notbe responsible to pay dues to the VMC at this time.

Whether your Local Chapter needs to be organized under some form of incorporation or financial structure should be determined by the Local Chapter based on its own members’ financial responsibilities and its charitable fund collecting activities.

**Group Riding:**

VMC Chapters may choose to ride as a group. Non-VMC Members are welcome if you so decide.

Waver of Liability Forms (VMC form #124) must be signed for each ride participant prior to departure. These should be retained by the Chapter Secretary or designate.

Each Group Ride should have a Ride Coordinator. That person, or their designee should brief the participants in a pre-departure meeting. We suggest the following should be covered:

* The destination and possible route(s), verbally and/or distributed as printed material.
* The estimated time of arrival at the established destination or halt stops.
* That all riders should always stay in their riding comfort zone.
* Communicate that local Motor Vehicle laws always apply.
* Discussion of the Motorcycle Safety Foundation's (MSF) "Rules for Group Riding" should be addressed by this person as well. Distribution of printed materials if available is suggested.
* A check that, as a minimum hedge against any liability, ALL participants must read and sign waivers before being allowed to participate in a VMC Local Chapter activity.

Note: You may well decide that members will be allowed the option of signing an annual waiver.

**Chapter By-Laws**

A simple set of by-laws are needed to get the Local Chapter started. We have drafted a recommended set that could be used, or the Chapter may formulate their own.

We can send you the example if you are interested.

Chapter by-laws should be submitted to your Regional Representative or the Local Chapter Administration (or through the Representative At Large for overseas LCs) for onward submission and approval by the VMC Local Chapter Committee.

**Maintenance of Local Chapters**

* Local Chapters will have elections of their officers.
* The President will be responsible for acquiring the appropriate safety materials, and will work with the Secretary to procure and maintain the appropriate ride waivers.
* Belonging to a Local Chapter is privilege. A VMC member may only belong to oneLocal Chapter.
* A VMC Local Chapter is prohibited from discriminating on the basis of race, age, sex, religion, or national origin.
* All Local Chapters must follow the National VMC by-laws.

**Revocation of a Group’s Local Chapter Status**

The Board of Directors may revoke a group’s LC Status due to any one of the following:

* Less than 5 valid VMC members, this specifically is designed to insure dues to the VMC are paid current by the members.
* Chapter-wide engagement in criminal activity.
* Blatant disregard and violation of VMC By-laws.
* Improper use of the VMC Logo.
* Any other action that would cause the IRS to disallow the current tax status of the VMC if applicable.
* Any other action that would, in the opinion of the majority of the Board of the VMC, bring unacceptable risk or disrepute to the VMC as a whole.

**Unfulfilled Financial Obligations**

Any unfulfilled financial obligations, including legal judgments and unpaid vendor invoices, will be the responsibility of the members of the Local Chapter on a pro-rata basis.

These unfulfilled obligations will not be the responsibility of the VMC. The By-Laws of the Local Chapter will reflect this language.