

**By-Laws; as enacted  
in accordance with  
the rules of the  
Association.**

**Iron Indian Riders Association  
of Australia (Inc)**

Consumer Affairs Victoria Certificate of Incorporation –  
A0054334A  
ABN No. 27732272514

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## **Introduction**

1.1 This document sets out the By-Laws of the Iron Indian Riders Association of Australia (Inc) and is to be read in conjunction with the rules of that association. Said rules are subject to all of the provisions of the Victorian Associations Incorporated Reform Act 2012 along with the Associations Incorporation Reform Regulations 2012 and all subsequent relevant legislation.

1.2 All members and potential members are encouraged to become acquainted with the associations own rules and these By-Laws.

1.3 These by-laws are operational and internal to the association provided always that such by-laws do not conflict in any way with any part of the Associations rules.

- By-Law 01: CODE OF CONDUCT**
- By-Law 02: Association Committee**
- By-Law 03: Membership**
- By-Law 04: Meetings**
- By-Law 05: Club Registrations/Red Plates**
- By-Law 06: Not Used**
- By-Law 07: Sponsorship**
- By-Law 08: Awards**
- By-Law 09: Interstate and International Sections**
- By-Law 10: Events & Rallies and Awards**

## **By-Law 01: CODE OF CONDUCT**

All members of the association shall conduct themselves in a manner that shall not cause embarrassment to the association; further all members and guests shall abide by the following code of ethics:

- (a) Promote good public relations through their conduct, media, activities and involvement with the community.
- (b) Respect the rights of all members of the association and the community.
- (c) Abide by all local, state & federal laws, and the Association rules and By-Laws.
- (d) Promote cooperative coexistence with other motorcycle groups and organizations.
- (e) Conduct association activities in accordance with the spirit of this code of ethics within the community at large.
- (f) Each person who rides with the group or attends functions does so at his or her own risk, and each is totally liable for their own actions.
- (g) No member will wear a jacket vest with a section or territory or 1% badge or patch on the back of the jacket such member/s shall be immediately asked to remove such patch vest or jacket before continuing with the ride or meeting. We are not or will never be an outlaw club & will not tolerate such from our members.
- (h) A member will be warned a maximum of three times by any member of the executive committee either verbally and/or by writing and/or or electronically if they commit a breach of the associations code of conduct as contained within the associations by-laws.
- (i) Any act or threats of violence by ANY member will cause expulsion of said member/s. No warnings will be given, the expulsion will be immediate. Further there will be no re-admission of said member to the association under any circumstances.
- (j) Any member may have their membership suspended or revoked for breaching the association's rules or by-laws in accordance with the associations rules, Division 2, Disciplinary Action. In all such cases no monies will be refunded.

## **By-Law 02: Association Committee**

### **1 Introduction**

The committee will be comprised of executive and non-executive members.

Only executive committee members may vote on committee matters

The committee may form and/or disband sub-committees as and when required

### **2. Executive Committee Members**

Executive members of committee are as defined in the Associations Rules

### **3. Non-Executive or sub-Committee members may include**

Public Relations Officer,  
The Event Coordinator,  
Club Captain/ Ride Co-coordinator,  
Editor,  
Webmaster,  
Vic Roads Administrator,  
Regalia Officer,  
Social Secretary and  
Membership Administrator

Any member of the association, including executive committee members and associate members, may hold multiple non-executive committee roles.

Non-executive committee members may participate in committee matters but have no committee voting rights.

### **4. Roles and Responsibilities**

Where applicable the following expands on those roles and responsibilities as described within the rules of the Association. Any Executive Member of committee may request committee to appoint a non-executive person to assist them in the performance of their duties.

#### **4.1 Executive Committee Positions**

##### **4.1.1 President**

The President shall be the general manager and chief officer of the association and shall perform the duties customary of that office. The President shall preside at all meetings of the association and shall act as the association's delegate at all meetings of local and national motorcycle functions and activities.

The President will have the casting vote on any tied committee or association decision.

The President will attend all association activities, such as events, rallies, functions or meetings. The president may seek leave from the committee of his responsibilities in this regard to accommodate personal conditions of hardship however such hardship accommodation may be revoked by committee at any time.

#### **4.1.2 Vice-President**

The Vice President shall perform the duties of President in the absence or disability of the President or whenever the office of President is vacant; shall assist the President in his/her duties and activities as necessary or required.

The Vice President shall coordinate and supervise plans for all association events. The Vice President shall, when required, act as an intermediary between the President and the members.

Questions or comments not specifically related to the duties of the other officers should be brought to the attention of the Vice President.

#### **4.1.3 Secretary**

The Secretary shall take and maintain the minutes of all annual, general and committee meetings, and perform all related secretarial duties that may be required by the association and make available all such minutes to all association members. It is also the responsibility of the Secretary to manage all aspects of membership as required within the rules of the Association.

#### **4.1.4 Treasurer**

The Treasurer shall collect all money, maintain all checking accounts and associated records and provide accountability of club funds. Collect fees and dues at each meeting and record detailed membership account ledgers. This person will also reconcile monies at the end of the physical year and coordinate with an auditor to accomplish a year-end financial close report and said report will be submitted to all members at the annual AGM.

All expenditures of one hundred dollars or more has to be approved by three Executive Committee members via e-mail/ phone and a record when and who gave such approval must be recorded in the association accounts. The treasurer may be one of the approvers.

Funds for the group's operations and Major Rallies are to be held in separate accounts.

#### **4.1.5 Machine Examiner/ Safety Officer**

It is a requirement of the Associations contract with VicRoads that this position MUST be filled by an Executive Member of committee and will be the primary liaison contact between VicRoads and the Association

This position/s will be either a Vic Roads M/cycle roadworthy inspector or an ex Vic-Roads M/Cycle inspector and or a qualified Motorcycle mechanic.

This person will liaise with Vic Roads Administrator his decision on experience will be final, he/she must be familiar with machines covered by these by-laws.

All machines are to be presented to examiner with a current RWC from a licensed examiner unless pre-1949 which may be inspected by the associations Machine Examiner. As such this person is expected to examine members machines for application to Red Plate motorcycles or outfits.

If in this officers opinion a machine found in a unroadworthy state while being used at or on an association event he will have the power to stop such a member continuing until the identified faults are rectified. This officer will express such a matter directly to the Event Coordinator or Club Captain and a report given to the Executive Committee as soon as possible or before the next General meeting. As such this officer will work closely with the Membership Secretary to ensure member status is current for insurance liabilities etc

## **4.2 Non-Executive Committee Positions**

**Non- Executive Committee Positions** - (no committee voting rights) any financial member of the association may hold these roles.

**4.2.1 Public Relations Officer (P.R)** position to seek sponsorship and liaise with Indian Australia or other bodies for Advertising etc,

### **4.2.2 The Event Co-ordinator**

The Event Coordinator shall maintain and make available to members information on scheduled group rides. Coordinate with the help and input of especially the club captain & other members for all club functions. This person will make prior arrangements with

restaurants/members for meetings. This person will coordinate the promotion of International, Bi-annual National Rallies, & four seasonal rallies a year, monthly & possibly mid-week runs will be encouraged for all current financial members

#### **4.2.3 Club Captain/ Ride Co-coordinator**

The Club Captain is responsible for all group runs. This person shall research, plan and organize all runs. During the actual time on the road or at intermediate stops during the run, the Club Captain shall act as ranking officer; deferring only to the President or Vice President if either of them are present and only for matters involving participants with or outside the group.

This person shall take a position at the head of the group or suitable lead rider (nominated by Club Captain) and shall be responsible for appointing Marshalls for various events as necessary. These Marshalls shall work under the direction of the Club Captain. The Club Captain may appoint two permanent Marshalls and appoint others as the need arises. The Club Captain shall always cater for older models first; later models or other makes will be always called upon for marshalling or as lead marshalls or "tailgunners".

The Club Captain will organize if necessary ride days for current or contemporary models at which all members are welcome, these will generally be longer or faster rides. When considered essential, members will provide a back-up vehicle or trailer, all costs being deferred to participants on the day.

Club Captain will ensure marshalls are issued with safety vests, a fire extinguisher & first aid kit shall be on hand in case of emergency, the Club Captain will have a mobile phone, a minimum selection of spares may be on hand i.e. tubes, oil, petrol, hand pump, if these items are used they will be paid for by user.

Committee needs to organize all spares needed before a major event or rally

#### **4.2.4 Editor**

This person will be responsible for quarterly club magazine known as "SMOKE SIGNALS" & be responsible for all artwork, monthly flyers, solicitations & thank you notes.

The Treasurer shall reimburse the editor for monies paid out for supplies, printing and postage from the Club account.

All advertising, & soliciting for advertising shall be sought by this person. Any funds so acquired are to be used to fund the club magazine named "SMOKE SIGNALS".

Suppliers of Services or parts shall have priority for advertising in "SMOKE SIGNALS" where possible,

“SMOKE SIGNALS” may be distributed by hardcopy or flyers may be sent by Internet.

Editor should be literate in computer skills and be able oversee a club website if necessary in the event a Webmaster is unable to

#### **4.2.5 Webmaster**

This person will maintain an up to date website and coordinate to advertise rallies events or topical subjects at least weekly and may call on members for rally or ride reports

#### **4.2.6 Vic Roads Administrator**

Shall work and liaise with the machine examiner to keep records or files as considered by Vic Roads for administration and notify all members of any changes. Records of Red Plates to be checked after annual fees are paid to ensure Red Plate Machines have current membership. Membership List will have a log of all Red Plate registration numbers.

Machine Examiner/ Safety Officer will be the primary liaison contact between VicRoads and the Association

#### **4.2.7 Regalia Officer**

Regalia Officer who shall be fully responsible for merchandising and with the assistance of the treasurer maintaining stock on hand of Shirts, hats, caps badges decals etc. They will also be responsible for the distribution of said items. Treasurer will supply funds and accept profits returned to Treasurer and may work with Social Secretary and visa-versa

#### **4.2.8 Social Secretary/s**

This position will involve the person or persons organizing the sale of raffle tickets with the proceeds forwarded to the treasurer, organizing Association Christmas Party, and other social functions i.e.: Anniversary Run all outgoing costs will be recorded and such costs will be authorized by the Treasurer if he/she sees fit to benefit members .

The Social Sec will organize all raffle prizes

#### **4.2.9 Interstate Delegates**

These officers will have the right to either form sub committees in any one state of Australia with the sole exception of the home state of the association, Victoria, to work under the rules of The Iron Indian Riders Association of Australia.

Interstate delegates will be able to liaise with current Standing Executive Committee to hold Rallies, club Runs, etc with invitations to enjoy fellow members company

#### **4.2.10 Immediate Past President**

May be asked to take an emergency temporary position on the current elected

committee if an emergency position is needed. The immediate Past President will have full vote casting privileges in the event there are not enough members for a quorum (5) or a tied vote, the Immediate past president may be asked for advice from his tenure and may be asked for his opinion and use his vote for a tied decision

#### **4.3.11 Membership Secretary**

Membership is a responsibility of the Associations Secretary. It is the job of the Membership Secretary to assist the Associations Secretary in that regard. To receive and manage all new membership applications, maintain a register of members and be responsible for the management of the membership renewal process.

#### **4.4 Special or Subcommittees**

Special or Subcommittees may be formed or disbanded by the Executive Committee at any time.

4.4.1 Special committees may be formed for a specific purpose. Eg: International or Interstate Gatherings, Gypsy Tours etc

4.4.2 People not being members of the Association may be sought for advice and/or assistance by Executive committee is inexperienced in any association matter they find necessary



## **By-Law 03: Membership**

1. The membership secretary will present all Full and Associate applications to executive Committee for initial approval prior to the application being presented to and voted on by all full members the next subsequent general meeting of the association. If during this process an applicant is deemed to be unsuitable his or her monies will be returned with no explanation needed or given.
2. The membership secretary will present all Temporary membership applications to executive Committee, such applications require the approval of the executive committee only. If during this process an applicant is deemed to be unsuitable his or her monies will NOT be returned with no explanation needed or given.
3. Any person may apply for Temporary Membership of the association in order to participate in a special event eg International Rally, Interstate Rally. Temporary Membership is ONLY available for a specific event. At the cessation of such an event Temporary Membership shall cease & fees are neither re-funded nor used to achieve a full or associate membership status. Such members are referred to as a "Temporary Member" & as such will receive no voting rights or Club Magazine .
4. Temporary membership will not entitle an applicant to make a claim for Historic or "Red Plate" registration.
5. Members may decide to leave the Association at any time and can do officially by writing to cancel their membership. Such individuals will be considered non-financial members and will only retain that status for the balance of the current year after which they will be considered a new member applicant when applying to rejoin.
6. Honorary Membership may be granted by a vote of the executive committee for a maximum period of 12 months & reviewed by the committee for either person(s) or Companies offering support for events or rallies. No membership or voting privileges will be provided only a newsletter Smoke Signals electronically supplied.
7. Special Temporary Membership. Only on special circumstances and approved by the committee a Special Temporary membership may be granted for Marshalls not riding a Indian Motorcycle in a event for association members advantage e.g.: guiding in a foreign country or a local, interstate events where knowledge of the area is limited. This is for the committee's discretion for the

good of all participating in such events. Such membership is for the duration of the event and infers no voting or red plate rights.

8. An Associate member who attains the requirements for full membership may upgrade to full membership and a membership upgrade fee will be charged and a badge given upon achieving the status full membership.

## 9. Membership Fees

- (a) All membership fees will be due on July 30 each year. There will be no reduction in fees to account for people who join mid term.
- (b) The membership fees are as recommended by the committee and approved at the association's Annual General Meeting. Fees will be revised annually.
- (c) Fees currently applicable are:
  - I. Full Membership: \$60 for full local section membership with voting rights & privileges enjoyed by all club Indian owning members
  - II. Associate Membership: -\$50 for Associate (non- Indian owning) local section membership with no voting rights etc
  - III. Temporary Membership - -\$20 for any suitable person, and for a single event only with no voting rights etc
  - IV. Upgrade from Associate to Full Membership - \$10 for any qualifying person

## **By-Law 04: Meetings**

1. The executive committee shall determine the date, time and location of ALL forms of general meetings and publish accordingly.
2. The executive committee shall determine the date, time and location of ALL forms of committee meetings and publish accordingly.

## **By-Law 05: . Club Registrations/Red Plates**

1. The associations Red Plate Scheme is ONLY available for Club Eligible Motorcycles, both solo and outfits and those machines MUST normally be garaged within the state of Victoria
2. Only Full members of the association may participate in the associations Red Plate scheme.
3. If a member has a running Club Eligible Motorcycle, Red Plated with the Association they must attend either 2 Monthly rides a year or 1 major rally or 2 General meetings per year to maintain the Red Plate eligibility within the association. Lack of attendance may mean cancellation by the association of their club red plate entitlement.
4. All members who are unfinancial after 14th of July will (in accordance with VicRoads regulations) be reported to Vic Roads by the association as required by Vic Roads. Their red plated motorcycle(s) will be then be deemed to be unregistered as per Vic Roads conditions.

## **By-Law 07 Sponsorship**

1. Sponsorships must be approved by a two-thirds vote of the executive committee.
2. Donations from sponsors will be accounted for and reported at each meeting.
3. Donations will be accepted at the discretion of the executive committee, and there will be at least two such committee members present to accept donations.

## **By-Law 08      Awards**

1. Annually a Clubman of the year award will be presented to a member who has been seen fit to further the association's values or provide outstanding efforts to the good of the members and the Association in general.
2. Other Awards in the future may be given if deemed necessary by the committee

## **By-Law 09 Interstate and International Sections**

Each location shall appoint by a democratic vote (simple majority) a location captain and a vice captain to run the section. This shall be approved in writing by the main body (Victoria); the location captain & vice captain will have an executive position on their states committee and their responsibilities will be same as the president and vice-president of that section but relevant only to the running of their state section. They will be supported by the Victorian section and encouraged in all endeavors associated with the section.

## **By-Law 10: Events & Rallies and Awards**

1. All rallies or official events will be advertised in either the Association magazine Smoke Signals or electronic magazine Smoldering Embers also details maybe texted to participating members
2. Such events or Rallies will only be open to current members and paid rally entrants
3. Invited guests may attend these events or rallies meetings only at the Committee's discretion, therefore it is the responsibility of the member to vouch and be responsible for these guests that he/she invites & to be registered with the committee at least a month before the rally/event