

1st Vice President

The 1st Vice President will be responsible for the keeping of accurate membership records and shall ensure that all monies collected through memberships or renewals are forwarded immediately to the Treasurer. The 1st Vice is also responsible for insuring membership compliance of the Chapter members with their respective parent organization and distribute the Riders membership stickers to the eligible members prior to your respective convention. The 1st Vice President shall facilitate incentives and drives, to ensure continued growth throughout the Riders. The 1st Vice President shall make a report at each general membership meeting of the current, up-to-date membership standings and forward this report to the Secretary for inclusion in the meeting minutes. The Chapter 1st Vice shall remit National dues and Department dues (if applicable) and a complete membership roster to their respective Riders Department no later than March 1st each year. If no Riders Department exists, National dues and roster shall be sent to the Riders' National Secretary no later than March 1st each year. Departments shall collect their Chapters' dues and rosters and send them to the Riders National Secretary no later than March 15th each year.

The status of your Chapter or Department relies on the 1st Vice to get the Dues Remittance form and the Revalidation form to National so your Chapter or Department doesn't owe late fines or even face suspension. The 1st Vice President shall perform other duties as assigned by the Executive Board or the President.