

ATTACHMENT "B"

STAR TOURING AND RIDING ASSOCIATION Chapter Officers & Appointed Positions: Definitions & Responsibilities (CONT)

Treasurer: Shall maintain a bookkeeping system for the funds of the Chapter. Shall make a monthly financial report to the Board of Trustees at any board meetings and to the membership at each general meeting. Shall oversee all sales of merchandise, i.e. t-shirts, patches etc. Shall place all orders and collect all monies for items purchased from STAR Touring and Riding International office, i.e. back patches, rockers, both the large rocker, and any small rocker. Shall coordinate and collect funds during all 50/50 raffles. Shall represent the Chapter and STAR Touring and Riding in a positive and professional manner.

Star Vets Representative: Shall encourage all veterans to join Star Vets. Shall work to bring information to the Chapter on Veterans' events. Shall encourage participation in parades, and other functions that are made to honor all of our Veterans past and present. Shall represent the Chapter and STAR Touring and Riding in a positive and professional manner.

Note: It is recommended that the chapter have three signatures on the bank account. The three signee's should not be business partners, related, or living together.

Although the following positions are not required as Officers they are necessary positions within your Chapter. You may appoint them as Officers, by making provisions within your Chapter's bylaws.

Road Captain: Shall plan the rides and be sure that all rides are pre-ridden to ensure safety on the route. The Road Captain is in charge of the ride and will lead all rides. No rides will be ridden over the posted speed limit to ensure the safety of all the participants in the ride. The Road Captain works closely with the Tail Gunner to help control the group formation. Shall represent the Chapter and STAR Touring and Riding in a positive and professional manner.

Tail Gunner: Shall ride in the back of the group and keep an eye on the group. It is the duty of the Tail Gunner to stay with any bike that has dropped off the ride due to mechanical or personal problems so the group can safely continue. The Tail Gunner works closely with the Road Captain to help control the group formation. Shall represent the Chapter and STAR Touring and Riding in a positive and professional manner.

Shepherd: Should have 3 years minimum riding experience. The Shepherd shall greet all new riders into the group. It is the responsibility of the Shepherd to explain to new or prospective members about STAR Touring and Riding Association's mission statement, Charters, Bylaws, waivers, and ride rules. It is also the Shepherd's responsibility to make all new or prospective members feel welcome in the group. The Shepherd shall be paired up [at a minimum] for the first 2-3 rides and/or meetings to ensure that new or prospective members do not feel left out. They should also be available to explain and/or answer questions regarding the Chapter or STAR International. Shall represent the Chapter and STAR Touring and Riding in a positive and professional manner.