



CBA/ABATE of NC Chapter Creation Process

For reference, the following is from the CBA/ABATE of NC Constitution regarding chapters:

Article VII CHAPTERS

- 1) *A chapter may be chartered by the action of the State Executive Council wherever 5 Concerned Bikers come together to accomplish the purposes for which the CBA was formed. Each chapter will operate as a non-profit organization, using the Constitution of the Concerned Bikers Association/A.B.A.T.E. of North Carolina, Inc. as a guide. Chapters cannot vary from the rules specified in this Constitution.*
- 2) *The primary purpose of the chapters shall be to help improve the effectiveness of Concerned Bikers Association in obtaining its goals.*
- 3) *When 5 or more members decide to form a new chapter, a full staff of acting officers shall be elected.*
 - A) *These officers shall serve for a period of not less than 80 nor more than 120 days. Before these temporary elections are held, the length of term of office shall be decided.*
 - B) *At the end of this temporary term, regular elections shall be held, with officers serving until December 31.*

It is strongly recommended that you read the whole Constitution prior to your chapter proposal – in particular, read the remaining text of Article VII as it gives more chapter information such as individual officer responsibilities, election information, membership dues distribution, and other pertinent information.

Here are the steps to follow in order to create a chapter:

Send an email to or call all three of the below CBA Board of Director members informing them of your desire to start a CBA chapter. You can find their contact/email information on the CBA Website here: http://www.cba-abatenc.org/bod_info.htm.

- District Coordinator (DC) – there are 3 DCs – Eastern, Central, and Western. If you need help determining to which district the new chapter falls under, any DC can refer you to the appropriate one. When you contact the appropriate DC, please be prepared to state your goals and visions for the new chapter and how they would

align with CBA's goals which are outlined on the State CBA website and Constitution.

- Membership Services Director – give information on interim officer information until an official election is complete.
- State Treasurer – this officer will give you guidance on setting up the bank account, tax status, etc.

Your email should contain the names and contact information of the 5 persons who want to create the new chapter and what positions they will temporarily hold until the chapter is chartered and a regular election can be held. A name for the new chapter will need to be provided also. You can check out other chapters and their links to home pages here: http://www.cba-abatenc.org/chapter_listings.htm. Most chapters are named for a NC county or the region in which the members reside.

Next steps:

1. Establish a PO Box and checking account.
2. Send confirmation of PO Box and checking account attainment along with details to District Coordinator, State Treasurer, Membership Services Director, and State Secretary. Also send information regarding monthly meetings – day(s) of the month, time, and location.
3. Apply for a charter to be voted upon at the next State Executive Council meeting. This can be done via email or verbally to your area's DC.

It is requested that the new chapter have their first chapter meeting on a weekend day so at least one CBA Board of Director can attend to answer any questions that may arise and offer support in this endeavor.

If you have any questions or concerns, please contact the appropriate DC.