

Handy Handbook

of the

Central Midwest H.O.G. Chapter #2793

Established 1989



Welcome Harley-Davidson Owners! We are happy to have you as a Chapter Member! We hope you will become involved in your chapter and help us to improve. This is an all-volunteer organization and as in all similar organizations you will get from your chapter what you put into it. The best way to become involved is volunteering to support one of the events during the year. This could be working a poker run stop, help organize a dinner ride or even an overnight ride, work the sign-up desk, help with parking, become an officer, or just about anything that might tickle you.

The best method to stay informed about your Chapter events is to attend Chapter meetings. Our chapter social meets the 2nd Saturday of each month at 10:00 am upstairs at Rawhide Harley-Davidson in Olathe, KS. The social gathering is conducted on the second floor. The store is open during the meeting.

This Handy Handbook is designed to include the information you need to become involved and participate in events with your chapter. If you find an error, omission or have information you might like to add, please contact any Chapter Leadership team. Chapter leadership team and their contact information are listed on our web site (<http://cmhog.org/>).

Handy Handbook - Central Midwest H.O.G.

Contents

Introduction to our Chapter	3
History	3
Sponsoring Dealership	3
Ride Designations.....	3
Membership Responsibilities.....	4
Dues	4
Member in Good Standing.....	4
Ride Releases	4
Motorcycle Endorsement & Liability Insurance.....	4
Chapter Events	4
Flying in Formation.....	5
Ride and Have Fun.....	6
Prepare thy self	6
Prepare thy Steed.....	6
BIKETRIP PREPARATION CHECKLIST.....	7
Group Riding.....	8
Hand Signals.....	9
More Tips.....	10
Group Parking.....	11
Unplanned Events	12
Alcohol and Riding.....	13
Central Midwest H.O.G. web---page	14
Ladies of Harley	15
Chapter Officer Responsibilities.....	16
Sponsoring Dealer	16
Director	16
Assistant Director.....	16
Treasurer.....	17
Secretary.....	17
Activities Officer	17
Ladies of Harley® Officer (LOH).....	17
Road Captain	18
Media Officer	18
Safety Officer.....	18
Membership Officer.....	18
Webmaster.....	19

Handy Handbook - Central Midwest H.O.G.

Central Midwest Chapter Traditional Events.....	20
Toys for Tots.....	20
Shawnee St. Patrick’s Day Parade.....	20
Polar Bear Ride	20
Poker Rides.....	20
Progressive rides.....	20
Ride to Eat.....	20
Overnight rides.....	20
“Road Scholar” Challenge.....	21
“Road Warrior” Program.....	22
“Hoggie of the Year”	24
National H.O.G	24

Disclaimer

Every effort has been made to ensure the information contained within this handbook is current and accurate. However, neither the Central Midwest H.O.G. Chapter #2793, Rawhide Harley Davidson, nor the Harley Davidson Motor Company will make any claims to the accuracy of the information published.

Handy Handbook - Central Midwest H.O.G.

Introduction to our Chapter

History

The Harley Owners Group (H.O.G.) is an organization founded in 1983 and sponsored by Harley-Davidson Motor Company to offer motorcycling benefits and services to Harley-Davidson enthusiasts worldwide. Its purpose is to develop a close relationship between Harley-Davidson riders, the Harley-Davidson Dealer and Harley-Davidson Motor Company.

Central Midwest H.O.G. Chapter #2793 was originally chartered on June 21, 1989 and is one of the older chapters in existence. In 2010, the dealership gained new owners and with that brought the dealership name change and the chapter number changed. Your chapter has been constantly evolving to fit the needs and interests of the Rawhide Harley-Davidson's customers.

The goal of the chapter is to generate an increased level of enthusiasm for riding Harley-Davidson Motorcycles. This chapter is a family oriented and nonpolitical organization. Because our chapter is chartered through a Harley-Davidson Franchise, as all H.O.G. chapters are, the dealer has final input on all issues involving the chapter.

Sponsoring Dealership

Rawhide Harley-Davidson, 725 N Rawhide Road, Olathe, KS. 66061

Ride Designations

There are three different types of rides conducted for the benefit of you, the dues paying member of the chapter.

- Member Only - Rides or events open to only members of the Central Midwest H.O.G. chapter.
- Closed - Rides or events open to all Central Midwest H.O.G. chapter members and one guest per member.
- Open - Rides or events open to any and all H.O.G members and guests.

Handy Handbook - Central Midwest H.O.G.

Membership Responsibilities

Dues

Our chapter membership dues are currently \$25 annually (Jan-Dec) for a Primary Membership.. The requirements for the chapter membership are the same as for a National H.O.G. membership; current National H.O.G. membership is required for your local chapter membership. .

Member in Good Standing

In order to be a “Member in Good Standing” a member must attend a minimum of 5 monthly chapter meetings, 5 Chapter functions (ie: volunteer, rides, LOH activities, etc.) within a calendar year. To participate in the chapter incentive programs such as Road Scholar Challenge or to be considered as an Officer candidate you must be a “Member in Good Standing”.

Ride Releases

As part of the chapter membership renewal form, the ride release verbiage is included on the enrollment form. Following the signing of the enrollment and release form, and confirmation that the member is an active National HOG member, the member will then be issued a Chapter Membership Card or Sticker to affix to the National HOG Membership Card for that calendar year.

Prior to each ride you will need to show proof of chapter membership with your National membership card with sticker, or Chapter membership card, and write your name on the available Sign In form. If your card is unavailable for proof of membership you MUST then sign the appropriate release forms prior to the ride departure. All guests MUST sign the appropriate release form(s) prior to ride departure.

All minors (anyone under 18 years old), whether a chapter member or guest; must have their parent or guardian sign a Chapter Event Release Form for Minors. Minors age 12 or older must also sign the release for minors themselves. A chapter officer or a ride leader is responsible to ensure completion. Please help them by volunteering to sign the release before the ride.

Motorcycle Endorsement & Liability Insurance

It is your responsibility to obtain and keep current a Motorcycle Drivers Endorsement on your Driver License if you live in Kansas or Missouri. You are taking a risk of losing your license, having your bike towed if stopped by law enforcement, and losing your insurance coverage due to being an unqualified rider. If you do not have a motorcycle endorsement, please refrain from group riding with your chapter until you do. If you need assistance obtaining a motorcycle endorsement, talk to our Safety Officer.

Chapter Events

Not all chapter events are riding events. Sometimes we have driving destinations for dinners or other entertainment, usually occurring during the winter months. Riding events will originate at Rawhide Harley-Davidson. Please be courteous of your fellow members and arrive 15-30 minutes prior to the ride departure time with a full tank of gas and an empty bladder. The store may not be open for all ride departures.

Handy Handbook - Central Midwest H.O.G.

Scheduled ride and event information is available at several sources such as our website (<http://cmhog.org/>) or Facebook page (www.facebook.com/cmhog2793). Detailed information concerning rides and events can be found on the website calendar. In some cases ride plans or other information will be available within the calendar events just click on the event shown in the calendar then click on the "More Detail" link and if additional information has been uploaded it will be shown as an attachment. In addition Rawhide Harley-Davidson has event information at the store. Events may change at the last minute for safety or other practical reasons. Adverse weather conditions may cancel rides before they begin. Whenever practical, up-to-date information concerning rides can be found on our Facebook page or will be sent out in email form to all members.

Flying in Formation

Nothing is quite as cool as watching a formation of Harleys riding down the road, except being one of them. Most chapter events involve group riding. All Chapter members are encouraged to participate in all events, but your participation in all events is not necessary. Our goal is to have some events for everyone, not to have everyone on each event. Choose events that fit your schedule, riding style, comfort level and riding experience.

The social aspect of group riding has much to offer and we recommend it. You have someone to share your experiences and anticipation. There is also security in numbers when the unexpected happens. Pay attention to new riding companions; you may learn something.

If you aren't comfortable with the riders you end up riding with, give yourself plenty of margin until you discover your companions' habits. Working through initial adjustments to each other is worth it, because when you find someone you enjoy riding with, you have usually found a special friendship too.

Road Captains and/or ride leaders are individuals that are responsible for leading the ride. They have knowledge of the destination and the route. They do not have knowledge of your riding abilities. Road Captains and/or ride leaders will hold a pre-ride meeting 15 minutes (or less) prior to departure to discuss the destination and route.

YOU are responsible to ride safely, for yourself, your passenger, and for the group. The pre-ride meeting is your time to discuss any questions that you may have about the ride. If you are new at group riding, please say so. If you have health concerns that will require additional stops along the way please inform a Road Captain. The Road Captains and/or ride leader will help you ride more safely and comfortably if they know your abilities and limitations. This information will assist the leader's judgment used to formulate the speed and any route revisions. A good road captain and/or ride leader will follow the actions of the riders behind them.

Each Ride will have at least two Road Captains and/or ride leaders, one to lead, one to sweep. Larger groups may have interspersed Road Captains and/or ride leaders as required. Some rides may be broken into smaller groups that leave a few minutes apart. Road Captains and/or ride

Handy Handbook - Central Midwest H.O.G.

leaders will be using headsets during the ride when available. All Chapter group rides officially end upon arrival at the final destination.

The Final word on group riding is to "Ride your own Ride", meaning – stay in your comfort zone; don't be pressured into riding above your abilities. No one will make fun of you and your abilities we are all out here to do one thing to "Ride and Have Fun" and practices makes perfect.

Ride and Have Fun

Prepare thy self

Prepare thy self for the ride, mentally and physically. Riding is 10% physical and 90% mental, that's why it is so much fun! If you are not feeling on top, maybe this is a good day to stay home. Be sure you take the correct protective gear for possible changing weather conditions and daylight. Clear your mind for the task at hand, riding is a serious task that requires your full concentration.

Show up early for the ride, 15-30 minutes before departure time, to sign the release forms, attend the pre-ride meeting, relax and socialize a bit. Pick a buddy to ride with, someone who you know or would like to know. Maybe someone who will help you or someone you can help. We learn from each other.

Prepare thy Steed

Prepare thy steed for the ride. Check the tire pressure, lights, oil, tire pressure, load, etc. Did we mention to check your tire pressure? So you don't know the correct pressure? Check with your MOM (motorcycle owner manual). T-CLOCKS are a good tool to use for a quick safety check.

T - Tires

Air pressure cold, front 36_ psi/rear 40 psi?

Is the tread OK, any cuts, bulges, screws, nails, bows, or arrows?

Front / Rear spokes OK, any wheel dents?

C - Controls

Throttle snaps back with handles turned both ways? Throttle play OK?

Shift lever pivots OK, lubed, snap rings still there?

Seat still screwed on?

Are both mirrors adjusted, mounting tight?

Are both brakes firm? Check them when first starting out.

L - Lights

Brake lights with both levers?

Headlamp hi /lo, aimed OK?

Are turn signals working, front & rear?

Are all the dash lights working?

Find any moisture in the lenses?

Are battery cables tight, clean? Is vent tube attached & straight?

O - Oil

Motor oil level OK? Need to take any extra? Take a paper funnel.

Is the tranny oil level OK, brake fluid OK, any leaks?

Check the coolant level, any crap in radiator or oil cooler?

Got fuel? Fill up before group rides.

Handy Handbook - Central Midwest H.O.G.

C - Chassis

- Do forks turn side to side OK?
- Drive belt tight? Get down there and check it, it should not move much.
- Find any loose or missing bolts?
- Is the suspension set where you want it?

K - Kickstand

- Is the locking tab OK? Does it retract firmly?
- Rubber bumper OK?

BIKE TRIP PREPARATION CHECKLIST

Bike	Personal	Misc.
Loctite Tube	Wrist Watch	Mobile Phone
Torx & Hex bits	Medication (Tylenol, aspirin, Rx)	Emergency Phone #'s
Pliers & wrenches	Eye Drops	Flashlight
Screw Drivers	Medical Insurance Card	Sewing kit
Knife	Spare Eyeglasses/ tools	Cash/ Credit Cards
Leatherman Tool	Dirty Laundry bag	HOG Card
Wheel Lock & Reminder cable	Bandanas/ Do-rags/ Scarf	Road Service Card
Bike Registration	Helmet	Writing Pen
Bike Insurance Card	Light gloves	Drink cooler
Spare key	Heavy gloves/ rain gloves	Camera/ extra batteries
Windshield Cleaning Kit	Silk glove liners	Camera Battery Charger
Rags, Towels	Sun hat	Baby Tripod
Spare Bulbs (turn and brake)	Nat'l Park Passport	Trash Bags
CB Radio	Riding Leathers	Freezer Bags
Water Bottle	GPS	First Aid Kit
Jumper Cables	Personal Toiletries	Quick Energy Snacks
Zip Ties	Baby Wipes/ TP	Air Mattress
Jiffy stand pad	Vitamins	HOG Chapter Vest
Duct Tape/ Electrical Tape	Ear Plugs	
Oil/ Funnel	Chap Stick	Camping Misc.
Spark Plugs/ Gap tool	Sunglasses	Tent
Bungies and net	Sun mask	Sleeping Bag
Suspension pump	Lined Jeans	Waterproof Stuff bag
Coffee Mug	Extra Clothes	Pots and Utensils
Spare Fuses	Waterproof boots	Can Opener
Electrical Wire	Shoes/ Sandals	Cooking stove/ fuel
Siphon Hose	Sunscreen	Coffee/ Tea/ French Press
Soft Lowers	Kidney Belt	
Rain Suit/ Goggles	Swim Suit/ Towel	
Maps	Passport	
Air Chuck	This is not an all-inclusive list.	
Air Pressure Gauge		
Security Code Combination		
Anti Fog Cloth		
Octane Booster		

Group Riding

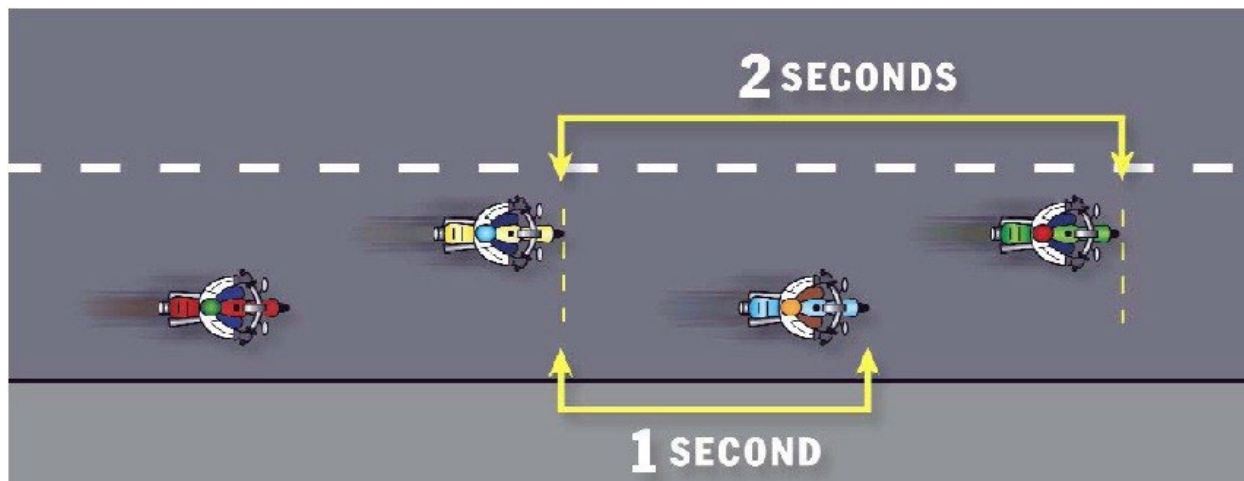
Ride in staggered formation, not side by side, with the leader in the left third of the lane, the second rider in the right third of the lane one second behind the leader, followed by the third bike 2 or 3 seconds behind the leader, and so on.

If someone drops out of the formation, move right or left to take the vacated position to keep the formation together. If you do not wish to change lane positions, wave the person behind you up to the vacated spot, although they may not wish to take it.

Do not change lanes or lane positions without a glancing look, by turning your head, to check for a clear space to go. Your situational awareness must be kept for the best safety conditions.

You and your machine and the group will become one, thinking only of the ride, which is quite relaxing. When roads get twisty or narrow, the group should open up into a single-file formation. Showing the one finger hand signal (no, not that finger) tells the riders behind you that you want your whole lane.

Trikes and side-hacks should take the entire lane with the following rider 2 seconds behind them.



Hand Signals

Use **hand signals** from the leader so that the riders behind have some warning of hazards or changes in the ride.

- Use your turn signals for turns and lane changes, and remember to cancel them.
- Left hazard use your left hand.
- Right hazard use your right leg, leave your hand on the throttle.
- One finger for single file, two fingers to resume staggered formation.
- Use left hand down and your brake light for slow.

Often during the meeting, **hand signals** are reviewed so that you can communicate with the other riders during the ride. Hand signals are a useful tool to keep the group aware and cohesive on the roadway. Your group is free to determine its own set of signals, but here's a review of some commonly used ones:

Hand Signals

Stop – arm extended straight down, palm facing back



Slow Down – arm extended straight out, palm facing down



Single File – arm and index finger extended straight up



Double File – arm with index and middle finger extended straight up



Hazard in Roadway – on the right, point with right foot; on the left, point with left hand.



Handy Handbook - Central Midwest H.O.G.

More Tips

Obey traffic laws. Running red lights, speeding, or other violations are dangerous. If you get separated from the group at an intersection, you will be able to catch up or the leader will slow or pull over and wait for you.

Pull bikes side-by-side in two un-staggered columns at red stoplights or stop signs. The first two bikes (left & right) leave the stop simultaneously with the left bike accelerating quicker than the right bike to resume the staggered formation.

Divided highway entrance and exit ramps should always be managed by single file riding. Establish the staggered formation on the highway or after exiting to another road.

Multiple lane highways - passing should be done as a group, with the leader continuing at passing speed until the last bike has passed. **Two lane highways - passing** require a different strategy. Passing on two lane highways should be done on your own when the proper safety margin exists, just as you would in your auto. The first bike to pass should continue at passing speed to create space for following bikes to pass the slower vehicle. All bikes passing should continue to create space for the following bikes until all riders have passed; Show Us Some Love.

Cages (cars & trucks) may wish to enter and exit the highway in the middle of our formation. **ALLOW THEM ROOM.** Wave them over and signal it is OK for them to move; they usually do not stay intermingled in our formation for long.

Courteous Ride Leader s (Road Captains) will follow the riders behind them. During a group ride, everyone is a leader except the sweep Road Captain. Be a good leader.

Some drivers get excited when they maneuver around motorcycles. Some drivers don't see us. Some don't look. Some don't care. You may have the right-of-way, but there is no reason to be dead right.

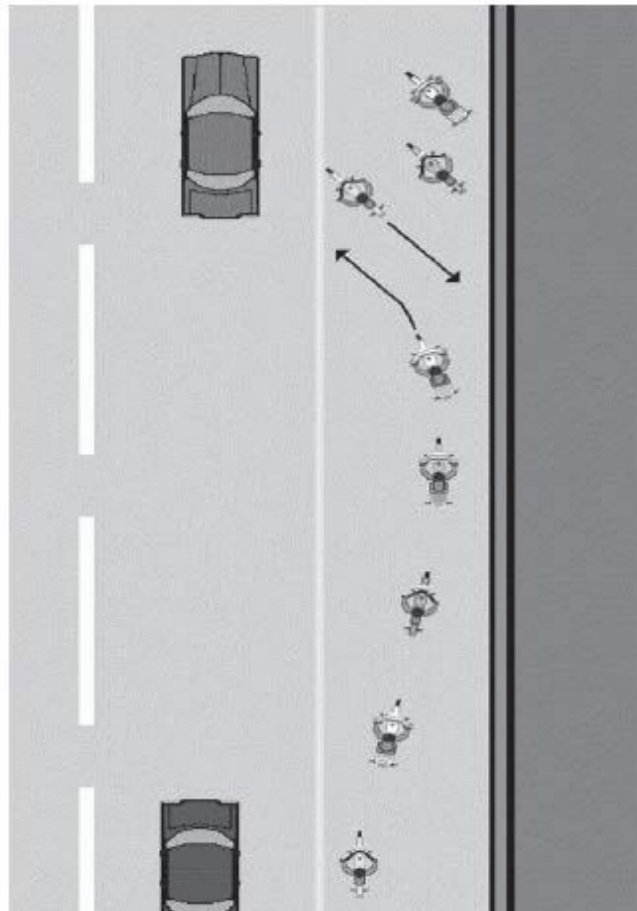
Ride Home, Ride Away, "Live to Ride" Another day!

Handy Handbook - Central Midwest H.O.G.

Group Parking

Orderly parking reduces the time needed to get off the road. The ride leader leads the group off the road. The ride leader should ride all the way around the lot to allow all riders to get off the road. Follow the ride leader to the selected parking area and establish you're parking position. Each bike should pull ahead of the intended parking place and then back up into the spot. If you find yourself at the end of the group and can't get off the road while waiting for others to park, GO AROUND to get yourself off of the road.

If fueling, the ride leader will pull all the way around, and then pull up to the fuel station. Follow suit and pull up to the farthest fuel station to allow those behind you to find a fueling point.



Unplanned Events

Most unplanned events are a positive part of the adventure, but not when they involve a disabled bike or a crash. The best way to avoid having a disabled bike is to perform scheduled maintenance and to perform a pre-ride bike inspection. The best way to avoid a crash is to minimize your risk by reducing speed, increasing following distance, changing lane position, etc. Sometimes, stuff happens, and an unpleasant unplanned event occurs. Here are some considerations when dealing with these events.

The Road Captain in the Sweep position has the responsibility to stop and assist anyone who needs help prior to arriving at the destination. The Sweep rides last in the group and will stop with you. The rest of the group, except maybe your riding buddy, should continue following the Road Captain - Ride Leader. Ride Leaders have methods of communication with each other and will decide the best course of action for the individual and the group.

If your bike gives up on a ride, it might be handy to have your towing service chosen in advance. Prepaid roadside assistance programs are available from H.O.G. and other sources.

The Sweep rides last in the group. **If you choose to ride behind the Sweeper, you are not part of the group ride; you are on your own.** Crashes will require the group to work together. Everyone should continue on to the next scheduled stop or stop in as safe a place as possible. Work out calling 911, safeguard the injured party, direct traffic, and protect the rest of the group. Someone can administer first aid; Road Captains and some others have first aid kits. **Unless you are qualified, do not move an injured person.** Do not remove their helmet; let the emergency response personnel do this. Try to protect the accident scene and get names, addresses, and phone numbers of any witnesses. Ride Leaders are required to submit an injury report to the Chapter Secretary, which will be sent to H. O. G., so please help them out even if they don't ask.



Alcohol and Riding

Alcohol and riding motorcycles don't mix, especially during group riding. Alcohol is involved in over 45% of motorcycle fatalities. National H.O.G. and Central Midwest H.O.G. Chapter strongly discourage alcohol consumption before or during any riding event.

We do not ride from bar to bar. Join another motorcycle organization if this is your wish. We may end a ride at a place that serves alcohol, but we are there for the food, not the drink.

This chapter will follow National H.O.G. Chapter Alcohol Guidelines, which states:

Safe and responsible motorcycling activity is a major H.O.G. goal. In this regard:

- ***The consumption and use of alcohol is a serious personal responsibility involving the safety and welfare of family, riding friends and the individual H.O.G. member.***
- ***Alcohol consumption before or during motorcycling activity is not safe responsible behavior.***
- ***National H.O.G. has no direct operational control over chapter operations. Consumption of alcohol after riding activity or at non-riding events is a matter to be decided by the sponsoring dealership and H.O.G. Chapter leadership. All such decisions are subject to final review and approval by the sponsoring dealership.***
- ***If the sponsoring dealer and chapter decide that alcohol may be consumed at a chapter activity, then the recommended approach is either to "Bring you own" or to "Buy your own" from a vendor licensed and insured to sell alcohol.***

NOTICE:

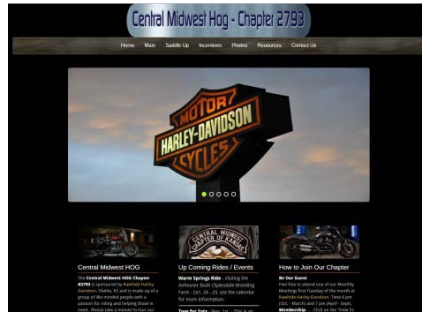
LIQUOR LIABILITY COVERAGE IS NOT PROVIDED BY THE CHAPTER GENERAL LIABILITY INSURANCE POLICY.

Ride to Live, Live to Ride OK

Ride to Eat, Eat to Ride OK

Ride to Drink, Drink to Ride, Just doesn't sound right, does it?

Handy Handbook - Central Midwest H.O.G.



Central Midwest H.O.G. Website

Your H.O.G. Chapter maintains a website at <http://cmhog.org/>. You can find out just about anything about the Chapter at this site.

Menu Items

Main

The Main heading has information concerning how to join the chapter, Membership forms, and a link to the calendar, becoming a Road Captain, LOH, and current officers.

Saddle Up

This heading contains information on our Charities, Safety, Best Destinations, Best Places to Eat and Useful links for motorcyclist.

Incentives

Incentives have information on the Chapter incentives programs such as the Road Warrior program, Road Scholar Challenge, Volunteer Diner and Hoggie of Year. These programs are designed to increase membership participation by offering peer recognition and prizes.

Photos

Need I say more, this section contains pictures of recent and past events.

Resources

This section contains a drop down that contains numerous PDF downloadable documents on a variety of motorcycle related topics. It also contains another link to the event calendar and interesting ride stories from members. There is also a dropdown section for new member's photos and a link to the Rawhide Harley Davidson website.

Contact Us

This is just a quick link to an email form to get your questions answered.

Calendar

Detailed information concerning rides and events can be found on the website calendar. In some cases ride plans or other information will be available within the calendar events just click on the event shown in the calendar then click on the "More Detail" link and if additional information has been uploaded it will be shown as an attachment.

Note: Not all web browsers work with the calendar so if you encounter issues with the calendar or any other aspect of the website please use the "Contact Us" form so we can fix the issue. We can't fix what we don't know.



Ladies of Harley

Your LOH Officer will be planning some events that may lean toward the interest of the ladies of the Chapter. This does not imply that the gentlemen of your Chapter will not be attending. LOH events are closed events unless noted otherwise. All Chapter members are invited to all LOH events.

LOH sponsors some traditional events throughout the year as well as events unique to each season.

Valentine's Day celebrations usually involve a dinner drive, or ride, weather permitting to a local eating establishment. Great times are had by all, and it helps knock down the cabin fever.

After some chapter meetings in the summer, LOH may sponsor an Ice Cream Ride where we gather for some desert, insuring the meeting does not last too long.

Winter time is celebrated with the LOH Dinner Theatre event. Members buy tickets to the New Dinner Theater in Overland Park for a night out with our friends.

It is up to the ladies of the Chapter to be involved. One way is to go to the member's area of www.members.hog.com and take the Discover H.O.G. tour. You can enter the Motorcycling Memories Contest. You can win a Grand Prize of \$500.00 H.O.G. Gift Certificate. So when you are out having fun in the sun or riding in the rain let others know about the story.

Remember

Ladies of Harley is another benefit of membership, not a separate organization within H.O.G. or local chapters. Ladies of Harley was established to help women become more active members of H.O.G. and their existing local chapter. You cannot open a separate Ladies of Harley chapter nor offer activities exclusive to LOH members. You can, of course, organize events that may be more appealing to the LOH members, but all members must be welcome.

Handy Handbook - Central Midwest H.O.G.

Chapter Officer Responsibilities

All officers assist the sponsoring dealer and chapter director in upholding the “Annual Charter for H.O.G. Chapters”.

Sponsoring Dealer

Each H.O.G. chapter must be sponsored by an authorized Harley-Davidson dealer.

Responsibilities:

- Abides by the “Annual Charter for H.O.G. Chapter” and all H.O.G. operating policies
- Ensures that the chapter operates in accordance with the “Annual Charter for H.O.G. Chapters” and H.O.G. operating policies.
- Approves all chapter publications
- Places chapter custom orders
- Approves all charity events and fund-raisers

The Sponsoring Dealer may:

- Determine how the chapter officers are chosen and the length of their term
- Suspend or revoke membership to the local chapter
- Rescind chapter sponsorship at their discretion
- Establish chapter dues in accordance with the charter
- Assume any, or all, officer positions

Director

Responsibilities:

- Works with the sponsoring dealer to uphold the “Annual charter of H.O.G. Chapters” and H.O.G. operating policies
- Assumes overall responsibility for the administration of the H.O.G. chapter and implementation of Harley Owners Group policies
- Promotes H.O.G. and the H.O.G. chapter to potential members
- Conducts chapter social gatherings
- Coordinates chapter officer responsibilities
- Ensures that risk management requirements set forth by the Chapter Insurance program, including procurement of necessary release forms, are met for all chapter activities
- Ensures that chapter merchandise orders are supplied to the sponsoring dealer

Assistant Director

Responsibilities:

- Assists the director as requested
- Promotes H.O.G. and the H.O.G. chapter to potential members
- Informs chapter members of H.O.G. programs and benefits.
- Conducts new member orientation
- Acts as the liaison between the chapter and the State Rally Committee

Handy Handbook - Central Midwest H.O.G.

Treasurer

Responsibilities:

- Collects membership dues (no more than \$24 per member per year)
- Manages all chapter funds
- Oversees the preparation of chapter federal, state and local tax returns
- Reports financial transactions to members monthly
- Submits the annual financial statement to H.O.G. (by January 31)

Secretary

Responsibilities:

- Oversees the administrative needs of the chapter
- Keeps minutes of all leadership team meetings
- Files all meeting minutes in the HOG Chapter webpage site
- Ensures that all insurance requirements are met
- Ensure that the most current officer and chapter address information is on file with H.O.G.
- Obtains, files and maintains records of all insurance forms, including release and injury report forms

Activities Officer

Responsibilities:

- Oversees the administration of chapter events
- Creates and maintains the calendar for the HOG Chapter
- Adds events to the HOG Chapter Facebook page
- Secures location and time for events
- Ensures that all insurance concerns and requirements are met for chapter events
- Ensures injury reports are completed and faxed to Harley-Davidson Insurance when accidents occur
- Work with Chapter Webmaster to ensure the same information is being communicated to all chapter members.
- Assists in organization of charity and chapter events

Ladies of Harley® Officer (LOH)

Responsibilities:

- Encourages women members to take an active part in the chapter
- Answers questions about the Ladies of Harley program
- Informs members of LOH benefits and activities
- Coordinates LOH chapter activities

Handy Handbook - Central Midwest H.O.G.

Road Captain

Responsibilities:

- Assists in planning routes for chapter rides
- Educates chapter members about group riding techniques
- Informs chapter members of any hand signals used by the chapter on group rides
- Oversees the collection of signed release forms for chapter rides
- Ensures injury reports are completed and faxed to Harley-Davidson Insurance when accidents occur
- Acts as a guide for organized chapter rides
- Conducts Road Captain Training

Media Officer

Responsibilities:

- Authors, edits and facilitates the distribution of chapter publications, including the chapter website, Face Book site and by email.
- Organizes and assembles written material for the chapter
- Informs chapter members of chapter activities by updating the website, Face Book site or by email.

Safety Officer

Responsibilities:

- Provides Motorcycle Safety Foundation information to members
- Educates members about the Safe Rider Skills program
- Assists the Road Captain in educating members about group riding techniques
- Assists the Road Captain in informing chapter members of any hand signals used by the chapter
- Assists in completion of injury reports when accidents occur

Membership Officer

Responsibilities:

- Ensures that chapter members have current national H.O.G. memberships
- Enrolls new members into chapter
- Administers annual chapter member renewal process
- Works with chapter secretary to ensure the annual Chapter Membership Enrollment Form and Release is on file for each member
- Maintain membership changes online in the Chapter Officer section of members.hog.com (requires internet accessibility)Ensures all members emails are in the google group
- Excel Spreadsheet is updated weekly and sent out to the leadership team before their montly zoom meeting.

Handy Handbook - Central Midwest H.O.G.

Webmaster

Responsibilities:

- Authors, edits and updates the chapter web site
- Follows Internet guidelines Marketing section of the HOG Chapter Handbook
- Presents any potential web site information to the sponsoring dealer for approval prior to use. If the sponsoring dealer has a web site, discuss having a chapter section within the dealer's site.
- Includes official chapter name and number on all material published by the chapter
- Works with the chapter Media Officer to ensure the same information is being communicated to all chapter members
- Informs chapter members of chapter activities by including in the chapter web site
- Acts as caretaker for chapter by protecting chapter members privacy by not revealing personal chapter member or private chapter information on the chapter web site. See Marketing section of HOG Chapter Handbook.
- Submits chapter web site to H.O.G. for listing on members.hog.com and the H-D dealer locator.

Handy Handbook - Central Midwest H.O.G.

Central Midwest Chapter Traditional Events.

Toys for Tots is usually the largest event of the year the chapter participates in. The dealership has been sponsoring this event since 1989. Scheduled on the first Sunday in November as an OPEN ride.

Shawnee St. Patrick's Day Parade is an annual event for our Chapter. The parade is usually held the Sunday prior to St. Patrick's Day each year. We line up for the parade about two hours early.

Polar Bear Ride has traditionally been a lunch ride, leaving Rawhide Harley-Davidson store at noon on New Year's Day each year, unless it is snowing, then we take our cages.

Poker Rides are riding events where you ride from one stop to another as we draw a number at each stop. The goal is to get the high or low hand by the end stop. These rides include the following:

- Easter Egg Run
- Pop's Pepper Poker Putt, is named after the late Leroy "Pops" Edwards, the man who opened the first Harley-Davidson dealership in the KC area.
- LOH Panty Raid

Progressive rides involve riding from one member's home to another members' home, to eat a partial meal, until we burst. We may or may not do one or two of these each year, dependent upon member(s) participations.

Ride to Eat dinner rides, sometimes lunch or breakfast rides occur many times each year and offer opportunities for you to meet new friends, see old friends, ride to different areas and have a good meal.

Overnight rides usually once, twice or more time per year. Sometimes they are multiple day events that may cover many miles and several states.

- Outlaw Ride

Handy Handbook - Central Midwest H.O.G.

“Road Scholar” Challenge.

The “Road Scholar” Challenge is a membership incentive program where Chapter members are recognized for the miles they rode for the year. The program starts and ends each year on or about the first of November. Riders and passengers can sign up at any time of the year but the counting ends for everyone by the Toys-for-Tots ride or the November Chapter meeting. You will receive a “suitable-for-framing” certificate and the top 3 mileage earners receive a special prize. See any Chapter Officer to sign up. Only miles ridden on a Harley-Davidson motorcycle count toward your annual mileage total. You can ride your bike, add a bike or trade bikes. Fly & Ride or rental miles count too. Only full members in “**Good Standing**” are eligible for the challenge. (See page 4 “Member in Good Standing”)

Road Scholar Guidelines:

- You may sign-up whenever you wish, but the sign-out mileage must be verified by the November Chapter social or Toys-for-Tots.
- Your sign-out mileage is your sign-in mileage for the following year.
- A current H.O.G. 2793 Officer must verify mileages.
- Rawhide Harley-Davidson service receipt may be used to verify beginning mileage on a certain date.
- You may register more than one bike at a time and total the annual mileages for awards.
- You may trade bikes during the year and combine the annual mileages. Just let us know or document this for us with a sales receipt.
- You may use Fly & Ride miles and add to your annual miles, just present a receipt.
- We will announce the results and award certificates at the February Chapter social gathering .
- We will record the following information: Your First and Last Name. Bike year, model, color, bike miles start, bike miles finish, bike miles total.

MILEAGE	AWARD CATEGORY
0000-1000	Dust Collector
1001-2000	Garage Ornament
2001-3000	Butt Jewelry
3001-5000	Fair Weather Rider
5001-7500	Tender Butt
7501-10000	Commuter
10001-12500	Easy Rider
12501-15000	Vacationer
15001-17500	Bug Collector
17501-20000	Slab Pounder
20001-22500	Big Boar
22501-25000	Screaming Eagle
25001-30000	Cars Suck
30001-99000	Pave the Planet

Handy Handbook - Central Midwest H.O.G.

“Hoggie of the Year”

The intent of this award is to recognize the individual who most exemplifies the attributes of being a HOG Chapter member. The attributes being most demonstrated include, but not limited to:

1. Participation in chapter activities
2. Volunteering
3. Promoting the HOG chapter at other functions

Official Award Rules:

All Officers (Chapter Director, Assistant Director, Secretary, Treasurer, Membership Officer, Volunteer Officer, Head Road Captain, Safety Officer, Web Master, LOH Officer, Editor, and Activities Officer) shall be excluded from receiving the award during their tenure as an officer. No recipient shall receive the award more than once in a 5 year period. Annual recipient selection will be determined by the current calendar year Officers and Dealer Representative at the November Officers Meeting. The award will be presented at the following February Chapter social gathering . The selected members name and current year will be inscribed on a plaque.

National H.O.G.

National H.O.G. has several programs designed to encourage you to ride. All information is available at www.members.hog.com . (Subject to Change)

- H.O.G. RIDE 365 Annual & Lifetime Mileage Program
- 50 Rides One Nation
- Dealership Check-in photos challenge
- 15 for 26' (year in which we are in) i.e. 15 for 27', 15 for 28' etc.
- Information on SAFE Rider skills
- Information on H.O.G. Roadside Assistance