



COMBAT VETERANS MOTORCYCLE ASSOCIATION®  
(CVMA®) TEXAS STATE REPRESENTATIVE  
PO Box 1146  
Port Aransas, Texas 78373

CVMA-TX

Approved: November 2, 2021  
Expires: May 2, 2023

MEMORANDUM FOR RECORD

SUBJECT: TEXAS CVMA PROCESS FOR CHAPTER POLICY REVIEW AND APPROVAL

1. IAW National ByLaws, 30 Aug 2021, Rev. R.01, ART. VII, Sec. 7.03 (a)(i)&(ii) all policies/directives established by each chapter must be reviewed and approved by the State Representative (SR) to insure compliance with National ByLaws, Policy, Protocol, SOP and Standing Rules as well as Robert's Rules of Order (RRO) and Federal, State and Local laws. The SR may delegate the review of chapter policy/directives to the members of the State Executive Board (SEB) for subject matter correctness and workload ease. The final review and approval authority concerning all chapter level policies/directives will be the SR.
2. Chapters must comply with the following standards.
  - a. All policies/directives must comply with National ByLaws, other directives, RRO, as well as Federal, State and local laws.
  - b. All policies/directives must be approved by a chapter vote. See Robert's Rules of Order pertaining to members rights versus a majority vote.
  - c. All policies/directives must be documented in the Chapter Meeting Minutes and all minutes must accompany each Chapter directive forwarded for review.
  - d. All policies/directives will be formatted in the established CVMA style.
  - e. All policies/directives will expire 18 months from the date of approval.
  - f. All policies/directives will be for the good order of the chapter and will not have the appearance of punishment or hazing.
3. Neither the Chapter Commander (CC) nor the Chapter Executive Board (CEB) has the authority to pass chapter policies/directives. All chapter policies/directives must be put before the chapter membership for discussion and voting IAW RRO.
4. All chapter policies/directives will be sent to the State Secretary (SSEC) at [txcvma.ssec@gmail.com](mailto:txcvma.ssec@gmail.com) for processing.
5. The POC for this memorandum is the undersigned at [sr.tx.cvma@gmail.com](mailto:sr.tx.cvma@gmail.com).

Brendan "Dudeman" Roberts  
Texas State Representative  
Combat Veterans Motorcycle Association