

Denver boys of Leather



Membership Handbook

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Introduction

This handbook is intended for the Denver boys of Leather, to ensure that the members have a reference for questions and guidance regarding several topics relating to membership expectations, privileges, and conduct. This handbook includes our code of conduct, participation requirements, uniform descriptions, property acceptance and return agreement, and new member process.

The mission of the Denver boys of Leather is to provide leatherboys a forum to have fun, learn, educate, socialize, contribute, and support each other and their community.

Code of Conduct

Members of the Denver boys of Leather (DboL) are expected to conduct themselves, at all times, in a manner that will reflect well upon the organization, its members, and themselves. Such conduct should be professional, courteous, and respectful, especially when wearing or displaying the club's colors.

All members should uphold the integrity of the organization and should not, under any circumstances, defame, libel, or disparage any person or organization. All members should protect and hold private the business of DboL and agree that, should they leave the organization, they will act with honor and dignity regarding the club.

All grievances, drama, and disagreements should be handled internally and privately.

Members' physical appearance should be appropriate for the situation and reflect well upon themselves and the organization.

DboL does not condone consumption of alcohol beyond social levels of drinking. Drinking in excess will not be tolerated.

DboL has zero tolerance for illicit or illegal drug usage. This includes the abuse of prescription medications.

Infringements, transgressions, or violations will be reviewed by the membership committee which will take action appropriate to the offense. If the potential for membership termination exists as a result of the infringements, the executive board will take action as defined in the bylaws.

List of Designated Functions

In order to remain a member in good standing a member must attend sufficient club functions per their membership category. A brother must attend at least 50% of designated functions within any 12 month rolling window. The designated functions are listed below. If a member is not able to attend one of the designated functions, they should obtain an excused absence from an officer of the board. Additionally, brothers may not miss more than two (2) consecutive business meetings without receiving an exception from the Executive Board. The Executive Board may make exceptions for hardship at the request of the member. The list of designated functions is as follows:

- January business meeting
- February business meeting
- March business meeting
- April business meeting
- May business meeting
- June business meeting
- July business meeting
- August business meeting
- September business meeting
- October business meeting
- November business meeting
- December business meeting
- Annual Meeting, generally held concurrently with the March business meeting
- Anniversary Dinner, generally held in late February
- Fundraisers, generally 2 beer busts at the Wrangler, others as planned
- Charity event: Build a Bear

Description of Uniforms

It is important that our members present themselves in a neat and tidy fashion when in uniform. In order to ensure that each member is aware of and understands each uniform available to him, descriptions of the uniforms are below.

Active members

Class A

Shirt: Hunter Green button-front shirt with leather lapels and pocket flaps

Name tag goes above the left pocket

Current officer titles go immediately below members name tag

Black cord goes on the right side

Black undershirt

In order of acceptability: Black leather pants, black BDU's, black kilt or solid black jeans.

Black boots

Optional items that are acceptable: black leather tie, black "Sam Brown" and belt, DboL belt buckle, black beret, wrist bands, plain black belt

No other insignia for other organizations should be worn.

Acceptable use wear: Class A's can be worn to any formal leather event of the member's choosing or when designated by the group. Examples of formal leather events could be attending or competing in contests, formal leather dinners, parades, and presentations. Class A uniform must be worn in its entirety.

Class B

Fruit of the Loom forest green T-shirt

Leather vest with DboL patch

Name tag on the left side

Current officer titles go immediately below members name tag

Insignia for other organizations, events, etc. can be worn on the vest below the level of the nametag or anywhere on the right side of the vest.

In order of acceptability: Black leather pants, black BDU's, black kilt or solid black jeans (with or without chaps).

Black boots

Optional items that are acceptable: black shorts if designated for a particular event, arm and/or wrist bands, plain black ball cap, black beret, DboL belt buckle, black belt, long sleeve black t-shirt under green shirt

Acceptable use: Class B's can be worn to any informal leather event of the member's choosing or when designated by the group. Examples of informal leather events could be attending or competing in contests, leather dinners, parades, and presentations. When designated, class B's must be worn in its entirety.

Casual Wear

Vest with DboL logo may be worn as part of any outfit chosen by the member as appropriate for event or venue.

Pledges and Associates

Class A

Shirt: short sleeve white button-front shirt with DboL pin on left side above pocket

In order of acceptability: black leather pants, black BDU's, black kilt or solid black jeans.

Black boots

Optional items that are acceptable: black leather tie, black "Sam Brown" and belt, DboL belt buckle, black beret, wrist bands, plain black belt

No other insignia for other organizations should be worn.

Class B

Plain white T-shirt

Leather vest if available (if no vest is available, DboL pin should be worn on left side of T-shirt)

Insignia for other organizations can be worn on the vest below the DboL pin or anywhere on the right side of the vest

In order of acceptability: black leather pants, black BDU's, black kilt or solid black jeans.

Black boots

Optional items that are acceptable: black shorts if designated for a particular event, arm and/or wrist bands, plain black ball cap, black beret, black belt, long sleeve black tshirt under white shirt

Current Titleholders

If a member is a current titleholder, appropriate uniform can be worn in conjunction with titleholder insignia. Individual uniforms will be discussed with each titleholder.

DboL Property Acceptance/Return Agreement

By my initials and signature below, I hereby...

- _____ acknowledge receipt of the items listed below, and in the quantities indicated below;
- _____ agree to maintain possession of these items, and to take reasonable precautions to protect them from permanent damage and/or loss;
- _____ acknowledge that the club colors (i.e., the large Denver boys of Leather patch) is, and will remain, the property of the Denver boys of Leather, which shall retain all rights of ownership;
- _____ acknowledge that I may retain possession of the club colors issued to me as part of my personal leather history, with the understanding that I will only display them in a manner that reflects well upon the organization, its members, and myself;
- _____ acknowledge that should it be determined that I have used the club colors in a manner that reflects poorly upon the organization, or in conjunction with a behavior that reflects poorly upon the organization; the Executive Board may demand return of the club colors issued to me. I further agree that under such circumstances I will return all club colors issued to me via trackable courier, and at my expense, to the DboL Vice President, or other individual designated responsible for club-owned property inventory, within 14 days of said request.

Club-Issued Property Listing

Description	Quantity	Received (Initials)	Returned (Initials)
Name badge			
Officer badge (P, VP, S, T, SA)			
DboL patch (large)			
Leather epaulets (x2)			
Leather pocket flaps (x2)			
DboL patch (small)			
Colorado Leather Flag patch (small)			
Shoulder cord			
DboL pin (personal)			
DboL Friendship pins			
DboL patch (small) – associate			
Club Sponsor (BHE) gift certificate			

Member:
 Name (printed): _____
 Signature: _____
 Date: _____

Accepted By (club officer):
 Name (printed): _____
 Signature: _____
 Date: _____

New Member Process

When a new member joins the organization, the new member process will be used to ensure the executive board and the new brother understand the actions to be taken to ensure no items are inadvertently missed during the process. Below is the new member process which details the actions to be taken as well as the officer responsible for ensuring completion of the action.

Action	Individual Responsible
Submits application	Sergeant at Arms
Explains process for pledging	Sergeant at Arms
Pays application fee	Treasurer
Gives pin	President
Reviews application	Sergeant at Arms
Presents application to board	Sergeant at Arms
Board recommends applicant to membership	Sergeant at Arms
Votes on application by membership	Sergeant at Arms
Adds member to Friends of Denver boys of Leather Yahoo group	Secretary
Adds to Denver boys of Leather Facebook group	Secretary
Adds applicant to website	Secretary
Gives applicant handbook	Sergeant at Arms
Meets 4 month probationary period	Sergeant at Arms
Meets attendance requirements	Secretary
Exhibits appropriate behavior	Sergeant at Arms
Refers applicant to board for acceptance	Sergeant at Arms
Extends invitation to join	Sergeant at Arms
Accepts invitation to ask for membership vote	Sergeant at Arms
Refers applicant to membership for acceptance	Sergeant at Arms

Action	Individual Responsible
Orders name tag	Treasurer
Adds applicant to attendance sheet	Secretary
Files application paperwork	Secretary
Gives uniform information to applicant	Vice President
Pays membership dues for first year	Treasurer
Orders Class A shirt	Member
Pay Carlos for Class A shirt	Treasurer
Issues club property/form signed	Vice President
Updates inventory list	Vice President
Issues member Black Hanky Enterprises gift certificate	Vice President
Updates information sheet	Secretary
Updates contact list	Secretary
Takes photo for DboL website	Secretary
Adds membership change to website	Secretary
Advises member of the DboL website address	Sergeant at Arms
Adds member to Denver boys of Leather Yahoo group	Secretary
Adds member to the DboL Membership Roll	Secretary