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## **BY-LAWS OF COLONIAL CYCLING CLUB, INC.**

**ADOPTED March 7, 2007**

### **ARTICLE I** **NAME**

The name of the corporation shall be Colonial Cycling Club, Inc., doing business as Colonial Cycling Club, hereinafter referred to as the "Club".

### **ARTICLE II** **PURPOSE**

Since its founding in 2007, the purpose of the Club has been to promote recreation, good health, community, charity and mobility through cycling and cycling related activities.

We further these purposes by maintaining active programs in the areas of touring, racing and commuting; by supporting national organizations of like purpose such as the League of American Bicyclists (LAB) and the United States Cycling Federation (USCF); and by educating our membership and the general public on the benefits of cycling; by promoting and participating in charity events and educating our riders and our community about safe cycling. Maintaining a diversity of programs is a source of our strength: tourists, racers, commuters and casual riders together from one Club; and the assets of the Club, unless designated by the donor for the support of a particular activity or charity event, will be used to support the total activities of the Club.

Consistent with our commitment to safety, helmets approved by recognized safety standards organizations must be worn on all Club or Club sanctioned rides.

### **ARTICLE III**

## **MEMBERSHIP AND DUES**

The Club shall maintain a non-discriminatory admissions policy with membership available to all without regard to race, color, national origin, religion, gender, age, sexual orientation or disability.

Regular Membership shall be any individual age 21 and above; Young adult membership shall be any rider between the ages of 18 and 21, and said rider must have Club Waiver signed by a parent and/or guardian; Special Lifetime membership as designated by the Executive Committee, based upon exemplary service to the Club; and Honorary membership, as designated by the Executive Committee, for public figures for actions promoting the interests of cycling, community and good health.

The benefits of regular membership shall include receipt of the Club Newsletter, the right to vote on all issues subject to membership approval as provided for herein, and to participate in all Club programs and activities.

Regular and Young Adult members, except Special Lifetime and Honorary, shall pay dues in an amount determined by the Executive Committee. Regular and Young Adult member dues shall be payable annually on the membership anniversary date.

Membership shall be suspended for failure to renew if annual dues have not been received within ninety (90) days of the membership anniversary date, but promptly reinstated retroactively to the membership anniversary date upon payment of any delinquency. Membership may be terminated at any time for good cause as determined by a two-thirds (2/3) vote of censure by the Executive Committee. Written notice of termination of membership shall be forwarded by the Secretary to the former member by certified mail within ten (10) days of the action of the Executive Committee. Within ten days (10) of receipt of such notice any member whose membership has been terminated shall advise the Secretary by certified mail of his/her protest of the termination and the Secretary shall place on the agenda of the next general membership meeting to be held at least fifteen (15) days from the filing of the protest, the issue of restoration of membership. Membership shall be restored upon a majority vote of the membership at the meeting, provided that a quorum is present.

## **ARTICLE IV** **MEETINGS**

Membership meeting shall be held on the odd months of the year at a time and location determined by the Executive Committee. Meetings shall be announced in the newsletter and other Club communications.

A quorum shall consist of ten (10) dues paying regular members.

The membership meeting for the month of November shall be the Annual Meeting, the purpose of which shall be the Election of Officers, the filing by the President of the Report of Club Activities, the filing of the Treasurer of a financial report and the Presentation of Awards by responsible officers. Notice of Annual Meeting shall be published in the Newsletter, or sent via e-mail, at least fifteen (15) days prior to the meeting.

## **ARTICLE V** **OFFICERS**

The Club Officers shall be the President, Vice President, Vice President – Communications, Secretary, and Treasurer. They must be Club members in good standing and elected by a majority of members at the Annual Meeting. The Officers shall be the Directors of the corporation. The term of all Officers shall be for one year beginning on the day following the Annual Meeting at which they are elected and ending upon adjournment of the next Annual Meeting at which successors are elected.

- A. The **President** shall be the Club's chief executive who shall be responsible for the overall direction of the Club's activities, for maintaining the quality of all programs and for ensuring that the membership's aspirations for the Club are attained. Among the President's specific duties shall be to preside at all Club and Executive Committee meetings; appoint the chair of the Nominating Committee; and select the recipients of any awards as approved by the Executive Committee.
- B. The **Vice President** – will direct the Club's touring, training and ride programs and have principle responsibility for the quality, variety and safety of the Club's rides. Among his/her specific duties shall include recruitment, orientation and training of ride captains; publication of a ride schedule to the membership and the general public; overseeing the membership development of the Club; and scheduling and presiding at meetings regarding Club rides and programs and supervising the Ride Committee.
- C. The **Vice President – Communications** will edit and publish the Club Newsletter and ensure that members are fully informed of the Club's activities; oversee the publication and distribution of membership applications, notices of special events and other Club activities. He/she shall also ensure that information of the Club's activities is periodically exchanged with other cycling organizations.

He/she will direct the Club's education and public service programs. Among his/her specific duties shall include delivering effective bicycling and bicycling safety programs to the membership and to the general public. In addition he/she shall establish programs to foster positive relations between the Club and area schools, public and nonprofit agencies and organizations, employers and others to promote the interests of the Club and bicycling.

- D. The **Secretary** shall keep a full and complete record of the proceedings of all meetings of the Club, the Executive Committee and shall preserve all documents, correspondence, reports and communications of the Club. Among his/her specific duties shall include maintaining the official membership roster, summarizing meeting minutes for publication in the Newsletter, giving all notices required by law or these By-Laws; and maintaining these By-Laws and any amendments thereto.
  
- E. The **Treasurer** shall be the chief financial officer of the Club and shall be responsible for the security of the Club's funds and other assets. Among his/her specific duties shall include receiving, depositing, accounting for and disbursing all Club funds, or authorizing others to do so, as provided by these By-Laws and the Executive Committee; maintaining all financial records; making all legally-required filings; notifying the membership when dues payments are due and collection of same; presenting a brief financial report at each Executive Committee meeting; and filing with the Executive Committee a written Annual Financial Report for each fiscal year outlining the financial condition of the Club and summarizing the previous year's transactions and events, said Annual Financial Report to be published in the Newsletter.

Any officer may be removed by a 2/3 vote of the membership at any membership meeting at which a quorum is present. The unexcused absence of any officer from three (3) consecutive Executive Committee meetings shall be deemed a resignation. Any office vacated during the year shall be filled by appointment as determined by a majority of the Executive Committee.

New offices may be created by the membership in its discretion at the Annual Meeting, provided, however, that any proposal to create a new office shall be in writing and filed with the Secretary at least 30 days

before the Annual Meeting so that appropriate notice may be published in the Newsletter.

## **ARTICLE VI** **COMMITTEES**

The Executive Committee shall appoint the following standing committee Chairman:

Safety Committee  
Sponsorship Committee  
Advocacy Committee  
Community Outreach Committee

The President may appoint or create such other committees from time to time as may be necessary to further the aims of the Colonial Cycling Club.

## **ARTICLE VII** **RULES & REGULATIONS**

The Executive Committee may adopt such other rules and /or regulations as may be necessary to further the aims of the Club

## **ARTICLE VIII** **EXPENDITURES**

Expenditures in excess of \$250.00 shall be referred to the Executive Committee for approval.