

COASTAL CRUISERS BICYCLE CLUB BYLAWS
May 1, 2016

ARTICLE I: **NAME**

The name to be used by this organization is the "Coastal Cruisers Bicycle Club", also known as "CCBC", and herein referred to as "the Club".

ARTICLE II: **MISSION**

The Club shall serve its members with organized recreational bike rides of various distances and speeds. The Club shall promote safe, responsible cycling for sport and transportation and shall work towards the education and awareness of the public with regard to cyclists.

ARTICLE III: **MEMBERSHIP**

- A. The membership year is from January 1 through December 31.
- B. The Club shall maintain a non-discriminatory admissions policy. The Club shall not adopt any practice, policy, or procedure which would result in discrimination on the basis of race, religion, gender, or disability, provided that physically impaired bikers must be able to ride according to the Club biking rules and at speeds and distances of the ride in which they choose to participate.
- C. Membership is available to all persons 18 years of age or older who pay the appropriate dues. Members shall annually pay dues and complete a membership application with the waiver of liability.
- D. Approved annual dues amounts shall be stated on the club website. Current members must pay on or before January 31; after this date delinquent members will be removed from the club. New members may join at any time. Applications are available on the Club website.
- E. New members shall be provided with a copy of the Club biking rules.
- F. All members shall be required to abide by the Club biking rules.
- G. Non-members shall be required to execute a signed waiver prior to participating in an organized Club ride.
- H. The membership of an individual may be revoked or denied for good cause. This action shall be initiated by a written statement to the Board with reasons for such a recommended action, signed by a ride leader plus one witness or by 10 members. The member or members in question shall be allowed to make an appeal in self-defense to the Board. Majority vote of the Board shall determine the matter, and the member shall be notified of the decision in writing.

ARTICLE IV: **GOVERNANCE**

- A. The overall management, administration and operation of the Club shall be conducted by a duly elected Board of Directors (referred to as "the Board"), whose membership shall consist of the following officers: President, Vice President, Secretary, Treasurer, and the Immediate Past-President.
- B. The terms of office for the officers and the Board shall be May 1 to April 30.

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- C. A quorum of at least four (4) officers is needed for a Board vote. A majority of officers present at the Board meeting shall determine the outcome of any Board vote.
- D. The Board shall convene a membership meeting to elect officers, to change the annual dues, to remove an officer, to amend the bylaws, or to dissolve the Club. The Board shall convene a membership meeting to discuss and to vote on any other issue it deems appropriate.
- E. Membership meetings shall be scheduled on a recurring time of the month as needed, but not fewer than six (6) times beginning in September or October and ending with the May meeting.
- F. There is no minimum quorum for the membership to vote. The membership vote shall be determined by a majority of members present, except in the case of amending the bylaws, removing an officer, or dissolving the Club, all of which require a 2/3 vote of members present at the meeting.
- G. Any member may present either orally or in writing to any officer any idea or recommendation for inclusion in the next Board meeting agenda.
- H. Any member may request the Treasurer or Secretary to make their records public.
- I. Should ten (10) or more members by petition challenge a Board decision, the Board shall present that issue to the general membership where a majority of the membership present shall determine the outcome.

ARTICLE V: **ELECTION OF OFFICERS**

- A. The only requirement of an officer is to be a member of Coastal Cruisers Bicycle Club and 18 years or over.
- B. The officers of the Club shall each serve a one-year term commencing on May 1 of each year. These officers are to be nominated at a regular or special meeting in March of each year, for which there has been due effort to notify the membership by either written or oral means. The results of the nominations shall be made available to the membership, via the Club website, or other appropriate means, and due notice given that elections shall occur at a regular or special meeting in April of that year. Additional nominations from the floor may be made prior to voting at the April meeting. Election to one or all of the offices requires a majority of the votes cast by those members present at the April meeting. If no member receives a majority vote, then voting shall proceed for the two individuals receiving the greatest number of votes until one receives a majority.
- C. The President shall become the Immediate Past-President and serve in that official capacity on the Board.
- D. Should an officer position become vacant, the President shall appoint a Club member to those duties or assign those duties to another officer. Vacancies shall be filled at the next membership meeting by a majority vote.
- E. Any officer may be removed from office for illegal, unethical, incompetent, negligent, or destructive behavior. Any Club member may request the removal of an officer for any of the above reasons by

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presenting to the Board a petition signed by at least twenty (20) Club members. The Board shall allow the officer to present a case of self-defense. If the officer resigns, that ends the issue. If the officer does not resign, the Board shall place the issue on the agenda of the next membership meeting, where all parties may be heard. A membership vote of 2/3 present is required to remove an officer.

ARTICLE VI: DUTIES OF THE OFFICERS

- A. THE PRESIDENT shall be responsible for the general management of the Club and any duties which that may entail, including but not limited to scheduling Board and membership meetings, coordinating biking activities, conducting public relations, and obtaining legal/legislative representation should the need arise. The President shall appoint various committees, advisors, and ride coordinators as deemed necessary to carry on the activities of the Club. The President shall ensure that the Board meets at least quarterly.
- B. THE VICE-PRESIDENT shall assist the President in performing the President's duties, or in the event of the President's inability or refusal to act, shall perform the duties of the President.
- C. THE SECRETARY shall be responsible for taking minutes at all meetings of both the Board and the general membership, and for assisting the president with Club correspondence related to the office. The Secretary shall present minutes of the previous meeting at each club meeting.
- D. THE TREASURER shall be responsible for the orderly management of the funds of the Club. A detailed account shall be kept of all dues and donations received and all expenditures made. The Treasurer shall submit a twelve-month budget, which includes a review of the membership dues, to the Board for approval. The Treasurer shall provide a financial report at each club meeting reflecting income, expenditures, and account balance since the prior meeting.
- E. THE IMMEDIATE PAST PRESIDENT shall provide advice and counsel to the Board and shall perform other duties as needed.
- F. THE MEMBER-AT-LARGE shall serve in the event that the Immediate Past President position becomes vacant. The Member-at-Large shall represent the interests of the general membership and shall perform other duties as needed.

ARTICLE VII: FINANCES

- A. The dues collected from members, donations, and funds raised by the Club and its members shall be the only income for the Club. This income shall be expended for the benefit of all or a majority of the membership and shall not benefit any individual member.
- B. The Board shall have the authority to disburse funds for appropriate activities and functions, including but not limited to the following: website hosting, maintenance and technical support; advertising; promotional items; social events; membership in national and state bicycling organizations; and routine operating expenditures. Club income and resources shall not be expended on charitable organizations or to raise funds for charitable causes.
- C. All requests for funding of non-routine expenditures must be first presented to the Board. The Board shall make a recommendation explaining pros and cons at the next meeting prior to a

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membership vote on the proposed expenditures..

- D. A newly elected or appointed Treasurer shall have the option to request a financial review of the Club's funds to be conducted by a non-Board member, who has some knowledge of, and experience with, accounting, finances, and financial statements.

ARTICLE VIII: **AMENDMENTS**

- A. These bylaws shall be reviewed every five years or sooner if it is deemed necessary by the Board.
- B. These bylaws may be amended by a vote of 2/3 of the members present at a meeting of the membership for which due notice of said proposed amendment has been given.
- C. The new bylaws shall go into effect the date the membership votes to change them, unless voted a different date by the membership.

ARTICLE IX: **DISSOLUTION**

- A. Dissolution of the Club requires a majority vote of the Board; then, after proper notification, a vote of 2/3 of the members present at a meeting called specifically for that purpose.
- B. Upon the decision to dissolve the Club, the Treasurer, after paying all liabilities, shall transfer the assets of the Club to local Florida bicycle non-profit organizations.

First adopted at the regular monthly meeting, November 17, 1983.
Amended 1990, 2000, 2005, 2009, 2010, 2011, 2016