

## **BIKE DEPOT CYCLING CLUB BY-LAWS**

### **ARTICLE I: NAME & PURPOSE**

**Section A: Name** – The name of this club shall be Bike Depot Cycling Club.

**Section B: Provincial and National Affiliation** – The rules and regulations of the UCI, CCA and CC will be followed as they pertain to the rules and regulations of the Bike Depot Cycling Club. Additionally, all Bike Depot Cycling Club members must adhere to and obey all rules of the road as per the Provincial Highway Traffic Act.

**Section C: Purpose** – The purpose of this club shall be:

1. Provide cyclists a fun and safe environment for group riding.
2. Provide encouragement and skills training for novice and/or all riders looking to improve their cycling abilities.
3. Provide support for cyclists interested in competing at the recreational and/or provincial level, in road, CX and XC disciplines.

### **ARTICLE II: MEMBERSHIP & DUES**

**Section A: Eligibility** - Membership shall be open to all cyclists who have proof of OCA membership (Citizen Permit, UCI or Affiliate Club Membership), upon payment of the dues as outlined in Section B.

**Section B: Dues** – Dues shall be determined by the BDCC Board prior to the commencement of the Club activity schedule each season. Dues information will be posted on the BDCC website. All dues shall be used exclusively in support or promotion of Club activities.

### **ARTICLE III: BIKE DEPOT CYCLING CLUB BOARD OF DIRECTORS**

**Section A: Board Members** – The board members shall be a President, Vice-President, Secretary, and Treasurer.

### **ARTICLE IV: DUTIES OF BOARD MEMBERS**

**Section A: President** – it shall be the duty of the President to:

- Schedule all Bike Depot Cycling Club rides and other Bike Depot Cycling Club events.
- Ensure there is at least one group leader for each Bike Depot Cycling Club ride.

- Address all questions/concerns/suggestions made by any members of the Bike Depot Cycling Club.
- Act as the group leader during group rides and other training activities held by the Bike Depot Cycling Club.

**Section B: Vice-President** – It shall be the duty of the Vice-President to:

- Act in place in of the President when they are not available.
- Assist with the orientation of new members to the Bike Depot Cycling Club.

**Section C: Secretary** – It shall be the duty of the Secretary to:

- Make sure all questions/concerns/statements of all members of the Bike Depot Cycling Club are addressed and answered by either the President or Vice-President.
- Assist all members with the membership application process.
- Act as a group leader when the President or Vice-President are not available.
- Make sure the bylaws, risk management plan and activities list are available online for all Bike Depot Cycling Club members
- Record Annual General Meeting minutes and make them available to all Bike Depot Cycling Club members upon request

**Section D: Treasurer** – It shall be the duty of the Treasurer to:

- Address Bike Depot Cycling Club membership fees with all interested members.
- Keep record of all members of the Bike Depot Cycling Club.
- Act as a group leader for Bike Depot Cycling Club rides when required.

## **ARTICLE V: BOARD ELECTION AND TERM**

**Section A: Election** - Bike Depot Cycling Club members will elect the Board during the Club's first meeting of the members, and thereafter at the Club's annual general meeting when a Board position requires election.

**Section B: Term** - Board members shall be elected to hold their position for a term of two years. The term begins immediately following the close of the annual general meeting in which they were elected. The term expires upon the close of the second annual general meeting following their election.

## **ARTICLE VI: MEETINGS OF MEMBERS**

**Section A: Notice of Meeting** - Notice of the time and place of a meeting of members shall be delivered to every eligible voting member of the Bike Depot Cycling Club, at least 21 days prior to the meeting date. The notice will be delivered via email.

**Section B: Persons Entitled to Attend** - Only Bike Depot Cycling Club members in good standing and Bike Depot Cycling Club Board members may attend member meetings. Any other person wishing to attend may only be admitted by resolution of the membership.

**Section C: Meeting Chair** - The Board will appoint an individual to chair the meeting.

**Section D: Quorum** - A quorum at any meeting of the members shall be 10% of the eligible voting membership, or 10 members, whichever is larger. If quorum is reached at the beginning of the meeting, the membership may proceed with the meeting's agenda even if quorum does not remain present throughout the meeting.

**Section E: Voting** - At a meeting of members, every question shall be decided by a majority vote. This vote may be conducted by a simple show of hands, or by anonymous ballot if deemed appropriate.

## **ARTICLE VI: GROUP RIDES**

**Section A: Rides** – Regularly scheduled Bike Depot Cycling Club rides will be held following the schedule posted on the Bike Depot Cycling Club website.

**Section B: Special Rides** – Special rides may be scheduled by the Bike Depot Cycling Club Board of Directors and will be posted on the Bike Depot Cycling Club website in advance.

## **ARTICLE VII: EXECUTIVE COMMITTEE**

**Section A: Responsibility** – Board members of the Bike Depot Cycling Club shall be vested in an Executive Committee responsible to the entire membership to uphold these bylaws.

**Section B: Membership** – This committee shall consist of the board members as listed in Article III.

**Section C: Meetings** – This committee shall meet regularly to discuss past Bike Depot Cycling Club rides, Bike Depot Cycling Club organized events and to plan future Bike Depot Cycling Club events.

## **ARTICLE VIII: AMENDMENTS**

**Section A: Selection** – These bylaws may be amended by a two-thirds (2/3) majority vote of the chapter membership.

**Section B: Notice** – All members shall receive notice of the proposed amendment at least five days before the meeting. This notice will be delivered via email.