

# **Pawling Cycle & Sport Charter and By-Laws**

## **ARTICLE I: NAME**

The name of club shall be Pawling Cycle & Sport. PCS shall be used as the abbreviation for the club name.

## **ARTICLE II: General Objectives**

The Pawling Cycle & Sport club exists to promote the sports of Road, Mountain, and Cyclocross Bicycle Racing and to encourage bike riding and general fitness. The club intends to apply for membership in the United States Cycling Federation (USCF) thus all club rules must be in compliance with USCF Regulations. The club will also promote participation in Duathlons and Triathlons and compliance with the USA Triathlon (USAT) Regulations is expected.

## **ARTICLE III: Membership and Dues**

The PCS club is open to all people interested in road, mountain, cyclocross cycling, duathlons, and triathlons.

Dues: Dues for club membership will be as follows:

New Regular member	\$25
Returning Regular member	\$20
Women member	\$15
Junior member	\$15

## **ARTICLE IV: Elected Officers**

The PCS club shall be comprised of the following club officers with the attendant responsibilities.

*President:* The president shall be responsible for overall club function. (S)he shall also provide executive support to the Sponsorship Committee, and serve as the Team Director overseeing general Team activities with the Team Managers.

*Vice-President:* Will assume club Presidency for the remainder of the year if the President leaves his position. (S)he shall also provide executive support for the Newsletter Editor. (S)he shall also provide executive support for the needs of the Race Committee.

*Secretary:* The secretary shall record the minutes of all club meetings and provide such minutes to the Editor of the Newsletter in a timely manner. (S)he shall maintain all club membership records. (S)he shall also be responsible for maintaining and verifying all club cycling records. The secretary shall have a designated backup that will fulfill the responsibilities of the secretary in circumstances that the current secretary is unable to do so.

*Treasurer:* The treasurer shall be responsible for any moneys collected and distributed by or for the club. (S)he shall provide quarterly reports on the club's finances at a monthly meeting. The treasurer shall have a designated backup that will fulfill the responsibilities of the treasurer in circumstances that the current treasurer is unable to do so.

These officers will comprise the Executive board. Any two office positions may be held by one person. In that case, (S)he will have only one vote on the Executive board. The Executive board shall be responsible for creating an annual budget against which the club's expenditures can be measured.

## **ARTICLE V: Election of Club Officers**

Club officers will be voted in annually. Members must be nominated and be seconded for consideration for election to club officer. Election requires a majority vote of club members who vote. If no candidates receive a majority of votes, a runoff of the top two candidates will determine the election.

## **ARTICLE VI: Authority and Obligations**

Only the elected Officers or persons authorized by the Executive Board to act on behalf of the club shall incur any indebtedness or obligations in the name of the club.

No elected officer or authorized person shall incur any indebtedness above \$500.00 without the approval of the majority of the Executive Board.

No elected officer or authorized person shall incur any indebtedness above \$1000.00 without the approval of the majority of the club members at a regularly scheduled meeting.

## **ARTICLE VII: Club Committees**

### **Section A: Team Structure**

The structure and types of PCS sponsored teams shall be determined by a majority vote of the Executive board. Membership to any team must be applied for in writing to the Executive board,

and is limited to current club members. The board, together with Team Managers, will review applicants and grant team status for any club members applying.

All team members must sign a Team Membership Racer Contract (also known as Rider Contract) that will outline the responsibilities and benefits of team membership.

### **Team Manager**

Each team shall have a Team Manager. Team Managers will be responsible for coordinating team activities. Team Managers will be appointed by vote of the Executive board on or before each January.

### **Section B: Sponsorship Committee**

The Sponsorship Committee shall handle all activities required to solicit and obtain sponsorship for the club and various racing teams. If executive decisions or monetary disbursements are required, the President acting executive support for the Sponsorship Committee shall be responsible. Members of the Sponsorship Committee shall be nominated and approved by majority vote at a club meeting.

### **Section C: Newsletter**

An Editor of the club's monthly Newsletter shall be nominated and approved by majority vote at a regular club meeting.

### **Section D: Race Committee**

The Race Committee shall handle all activities surrounding races organized by the club. The Vice President shall provide executive support to the Race Committee members.

## **ARTICLE VIII: Charter Revision**

Any change to the club charter will require a 2/3 majority of voting club members. Members shall have the opportunity to vote in absentia by mail in ballots. Ballots will be sent out in the newsletter preceding voting meeting by at least four weeks.