

SOUTH JERSEY WHEELMEN – BYLAWS 2020-b

revised/amended: 1/21,



ARTICLE I - NAME, COLORS, LOGO, MAILING ADDRESS

- A. The name of the organization shall be the South Jersey Wheelmen.
- B. The colors of the organization shall be red and gold.
- C. Our logo shall be the caricature of a devil as used in the Jersey Devil Century.
- D. Our mailing address is: PO Box 7, Norma NJ 08347

ARTICLE II - PURPOSE

The South Jersey Wheelmen shall be an all-volunteer 501(c)7 non-profit organization.

It's purpose shall be:

- A. To promote and encourage bicycling activities.
- B. To promote public recognition of the need for safer bicycling conditions.
- C. To promote the observance by cyclists of all traffic regulations.
- D. To provide opportunities for recreational bicycling for individuals and families of varied skills.

ARTICLE III - MEMBERSHIP

Section 1 - MEMBERSHIP

- A. Individual membership is available to any person who is at least 18 years of age and is interested in the purposes of this organization.
- B. Family membership is available to any family interested in the purpose of this organization. A family is one or two parents and/or one or more children under the age of 18 years and living in the household maintained by such parent(s).

Section 2 - DUES

- A. Dues are based on the calendar year. Dues options include: Individual or Family for one year or three year periods.
- B. A notice of dues shall be emailed to members in early January of each year.
- C. Renewal dues shall be payable from January 1 to March 15 of each year. Members in arrears of dues by March 15, shall be dropped from the membership rolls.
- D. Dues amounts shall be determined by the Executive Committee.

Section 3 - VOTING

- A. All members age 18 or older, are eligible to vote.
- B. A "Full Membership Vote" may take place through email or other means of communication for: 1) changes of Bylaws, 2) single expenditures over \$500, 3) an issue submitted by three or more Executive Committee members. Resolution of each issue (except Bylaws) shall be determined by a simple majority of those members who cast a vote. The President, with approval by the Executive Committee, shall determine all other procedures for these votes.

ARTICLE IV - GENERAL MEMBERSHIP MEETING

Section 1 - NUMBER OF MEETINGS

There shall be at least four general meetings during the calendar year. Notice of meetings shall be announced by email and the newsletter.

Section 2 - QUORUM

A meeting Quorum shall consist of 10% of the current membership, updated each year after dropping non-renewing members. Any issue not requiring a "Full Membership Vote" may be voted on at a general membership meeting.

ARTICLE V - THE EXECUTIVE COMMITTEE

Section 1 - EXECUTIVE COMMITTEE MEMBERSHIP

The Executive Committee (EC) shall consist of the officers, the immediate past president, the chair of active committees and up to three "At Large" members. At Large members must be club members

nominated by a EC member and approved by the EC.

Section 2 - DUTIES

A. The Executive Committee shall handle all regular club business between regular meetings including making decisions on issues not requiring a Full Membership Vote.

B. The Executive Committee shall be responsible for organizational planning and shall prepare recommendations for the decisions made by the general membership.

Section 3 – DECISIONS

A. Members of the Executive Committee may discuss and vote on issues in person or by any other means of communication. All members of the committee shall be made aware of these issues along with all opinions expressed by other members.

B. Quorum and resolution of each issue shall be determined by a simple majority of the full executive committee. Each member shall have one vote, regardless of the number of positions held.

ARTICLE VI - OFFICERS AND COMMITTEES

Section 1 - ELECTED OFFICERS

There shall be the following elected officers: President, Vice President, Treasurer, Secretary, Membership Secretary, Club Ride Coordinator.

Section 2 - NON COMPLIANCE

An officer who does not comply with the assigned responsibilities may be relieved of office by the executive committee. Appointment of a replacement shall be made by the president with the approval of the executive committee.

Section 3 - COMMITTEES

Special committees and their chairpersons shall be appointed by the president with approval of the executive committee. A standing Policy/Bylaw committee shall: 1) monitor adherence to the club bylaws and recorded policies and report conflicts to the Executive Committee. 2) On a yearly basis, review and if needed make recommendations for changes to the bylaws. Other recommended committees include: Newsletter, Advertising, Bicycling Advocate.

Section 4 -VACANCIES

The president shall make interim appointments to vacancies on the executive committee. These appointments shall be approved by the majority of the remaining members of the executive committee.

ARTICLE VII - ELECTIONS

Section 1 - NOMINATIONS

A. Nominations of officers shall be made by the executive committee and accepted by the nominees prior to the election of officers.

B. The executive committee nominations shall be limited to one person per office.

C. Nominations from the floor will be in order at the general meeting in which the elections are held. The nominations shall be accepted at the general meeting. The candidate must accept the nomination in person or submit a written and signed acceptance of the nomination.

Section 2 - ELECTION PROCEDURES

A. Elections shall be conducted at the November meeting.

B. If more than one candidate has been nominated to a position then the election shall be by secret ballot. The election shall be conducted by the secretary.

Section 3 - TERM OF OFFICE

Terms of office shall be 2 years, beginning January 1 following the election and running to December 31 of the 2nd year.

ARTICLE VIII - DUTIES OF OFFICERS

Section 1 PRESIDENT - The president shall:

A. Prepare for and preside at all executive, general, and special club meetings.

B. Appoint committees and committee chairpersons as specified in the bylaws.

C. Make interim appointments as specified in the bylaws.

- D. Execute documents and agreements for the club as approved by the general membership and specified in the bylaws.
- E. Serve as ex-officio member of all committees.
- F. Call special meetings when necessary.

Section 2 VICE PRESIDENT / Century Coordinator - The Vice President shall:

- A. Perform the duties of the President in the absence of the President and perform such duties as assigned by the President.
- B. Be responsible for the organization and administration of the century rides.

Section 3 TREASURER - The treasurer shall:

- A. Have charge of all club funds.
- B. Prepare and review a financial report for each general membership meeting.
- C. Prepare an end of year financial report for the first general membership meeting of each new year.

Section 4 SECRETARIES

The General Secretary shall:

- A. Record all the minutes of the proceedings of the executive committee and general meetings.
- B. Handle the correspondence of the organization.
- C. Maintain a Club manual of policies and procedures.

The Membership Secretary shall:

- A. maintain a club membership list of all active members, including the email address provided by each member.

Section 5 CLUB RIDE COORDINATOR - The Ride Coordinator shall:

- A. Solicit rides for the following months.
- B. Submit a list of these rides with: ride leaders names and telephone numbers, date, time, meeting place and distance, to the newsletter editor by the 1st of the month preceding the rides.
- C. Maintain a record of all rides and ride leaders scheduled during the year.
- D. Require that all ride leaders have liability release forms for non-member riders.
- E. Collect all signed liability releases and submit to the secretary for filing.

ARTICLE IX – USE OF FUNDS

- A. Spending of \$500 or more for a single item or event must be approved by a “Full Membership Vote” except for items listed in IX-B.
- B. Yearly donations by the club and club expenditures for the yearly convention (respectively), shall not exceed 15% of the club treasury as of the September meeting. The treasurer shall present these expenditure limits at the September meeting for approval by the Executive Committee. Donations and the Club Convention shall be further governed by separate club policies.
- C. No part of the club's funds shall be distributed to its members or other private persons for personal gain. The club shall be authorized to pay reasonable compensation for supplies and services in furtherance of the purposes of the organization.

ARTICLE X - HELMETS

The wearing of an approved helmet will be required on all Club rides. A Club ride will be defined as any ride sanctioned by the Club and published in the newsletter or website.

ARTICLE XI - AMENDMENTS

The Bylaws may be amended or revised by a two thirds (2/3) affirmative vote in a “Full Membership Vote” designated for that purpose. Copies of the proposed amendments or revisions shall be given to the membership in writing (paper or electronic), at least two weeks prior to the vote.

ARTICLE XII – DISSOLUTION

In the event of dissolution of the South Jersey Wheelmen, remaining assets after satisfaction of all obligations of the club, shall be distributed to other non-profit organization(s) upon approval by a “Full Membership Vote”.

Bylaw editions: 1982, 1987, 1990, 1993, 2020,

Minor Revisions/Amendments:

1/21: Art. V-The Executive Committee: "At Large" member category added. (2020-b)