

**BYLAWS
OF THE
FOX VALLEY BICYCLE & SKI CLUB**
Adopted May 2, 2001 – Revised Jan 31, 2009

ARTICLE I: Name

1. This organization shall be known as the “Fox Valley Bicycle & Ski Club,” hereinafter referred to as FVBSC.

ARTICLE II: Objective

2. The purpose of the club is to encourage, educate, and promote recreation, fitness, and alternative transportation as leaders in the Fox Valley communities.

ARTICLE III: Purpose

1. To promote the general interest of cycling and skiing
2. To educate and inform individuals and the community of all aspects of bicycling and skiing: safety, rules of the road, maintenance, etiquette, etc.
3. To be activists for the rights of cyclists
4. To promote bike trails, bike lanes, paved shoulders, etc.
5. To assist in formulation of bicycle legislation with governmental agencies of cities, counties, state, park districts, forest preserves, etc.
6. To contribute to the community by means of funds and volunteerism
7. To promote good fellowship and lasting friendships

ARTICLE IV: Organization

1. FVBSC will be organized as a not-for-profit corporation under the Illinois general Not For Profit Act of 1986.

ARTICLE V: Membership

1. Membership is open to all individuals, couples, and families who desire to promote the various club purposes of bicycling and skiing in general. Children under 18 years of age must have written consent of parents or guardians, stating that they, the parents, assume full responsibility for the child when on a club ride.
2. In applying for membership in FVBSC, individuals agree to and will absolve and hold harmless FVBSC, its officers and members, singly and collectively from and against any blame or liability for injury, misadventure, harm, loss, inconvenience, or damage suffered or sustained therewith due to participation in any and all club activities.
3. Membership entitles every member to participate in all activities: rides, skiing, socials, etc. Any individual 14 years of age or under must be accompanied by a parent or legal guardian.

ARTICLE VI: Dues

1. FVBSC shall require members to pay dues to help finance its activities.
2. The amount of dues shall be recommended by the Board of Directors for ratification by the general membership.
3. The general membership will be notified in the newsletter at least 30 days prior to voting on any increases.
4. Any changes in the dues structure require a majority of those present at the specified voting meeting.
5. Any changes in the dues structure become effective the next fiscal year.
6. Annual dues shall be payable when a member joins the club and are renewable on January 1st. of the next year. For new members who join after September 30, their dues will apply through December of the following year
7. Any member who fails to renew his membership within 60 days of January 1st. shall be dropped from the membership roll.

ARTICLE VII: Fiscal Year

1. The fiscal year of FVBSC shall run from the first day of November to the last day of October.

ARTICLE VIII: Club Management

1. The management of FVBSC shall be vested in the Board of Directors.
2. The Board of Directors shall consist of the following Officers: President, Vice-President, Treasurer, Secretary, Newsletter Editor, Annual Invitational Ride Directors, Club Ride Director, Trips Director, Program Chairperson, Publicity Chairperson, Government Relations Chairperson, Membership and Database Chairperson, Webmaster, Ski Chairperson, Social Director, and Past President.
3. Terms of Office and Elections
 - A. Officers shall be elected by a majority of members in attendance at the October meeting each year. Term of office will run concurrent with the fiscal year.
 - B. The President may appoint a nominating committee, which may then present a slate of Officers for election. The slate of nominees will be presented in the newsletter preceding the election. Nominations may also be made from the floor at the meeting.
 - C. No member shall be eligible to serve as an Officer unless in good standing.
 - D. The Board of Directors and a 2/3 majority of club members present at the meeting may remove any elected official for cause. Notification of said meeting will be in the preceding newsletter.
 - E. In case of vacancy, the remaining Directors may, by a majority vote, elect a successor to fill the remainder of the term.

4. Duties of the Officers

- A. *President:* The President shall preside at all meetings of the organization, prepare agendas for all meetings, call board meetings whenever necessary, and generally provide direction and leadership for the board and the membership.
- B. *Vice-President:* The Vice-President shall preside at meetings in the absence of the President and shall generally assist the President whenever necessary (possibilities include assisting the President in notifying Board Members of meetings or of polling the members by phone).
- C. *Secretary:* The Secretary shall record the business of both the general membership meetings and the Board of Directors' meetings and shall submit a short, written summary of FVBSC's actions and activities each month to the Newsletter Editor.
- D. *Treasurer:* The Treasurer shall assemble a monthly statement of FVBSC's financial condition, including expenses, income, and balance; shall present this statement for review at each meeting of the Board of Directors; shall provide leadership in preparing an annual budget for the organization; and shall prepare the financial records for annual audit.
- E. *Newsletter Editor:* The Newsletter Editor shall produce a monthly newsletter that announces meetings and programs, print articles and reports from the various Board Members and committees, print listings of area bicycle tours, and print various articles deemed to be of interest to the membership. The Editor shall also direct reproduction and distribution of the newsletter and may enlist volunteers from the membership to assist in this work.
- F. *Annual Invitational Ride Directors:* The Directors shall coordinate and organize the annual club invitational rides, shall appoint a committee and hold regular planning meetings throughout the year, and shall provide regular progress reports to the membership.
- G. *Club Ride Director:* The Club Ride Director shall coordinate the scheduling of club rides; shall promote a systematic method for describing the rides, including location, pace, terrain, etc.; shall enlist the various ride leaders from the membership; shall assist them in organizing and publicizing the rides; and shall submit a list of club rides on a monthly basis for the Newsletter Editor, and Webmaster Chairperson (April-November). Ride directors shall provide written ride waivers to ride leaders for any non-members in attendance and collect them. Ride waivers will be stored in club files for one year.
- H. *Trips Director:* Coordinate planning and promoting of cycling or ski activities that are out of town.
- I. *Program Chairperson:* The Program Chairperson shall solicit suggestions from the general membership, schedule programs for the general membership meetings, submit advance materials about the programs to the Newsletter Editor and the Publicity Chairperson in a timely manner, and shall introduce the programs at the meetings
- J. *Publicity Chairperson:* The Publicity Chairperson shall submit regular press releases, in a timely manner, to the local newspapers and other news media about upcoming club meetings and programs, about special projects of the

club, and about the general goals and activities of all the organization. The Publicity Chairperson shall also make contact with the various media representatives to develop opportunities for publicizing bicycle/skiing safety rules and suggestions and for recruiting new members.

- K. *Government Relations Chairperson:* The Government Relations Chairperson shall coordinate public and governmental lobbying on behalf of FVBSC's goal "to promote, stimulate, and advance the general welfare of safety of bicycling and skiing." The Chairperson shall promote awareness among the club membership of local, state, and national bicycling/skiing advocacy efforts; shall cause the club to be represented at hearings, committees, and other functions at which bicyclists' and skiers' opinions are heard; shall write letters to all appropriate governmental bodies and the media in regard to bicyclists' and skiers' needs and safety concerns; and shall keep a record of correspondence and materials relevant to FVBSC's efforts.
 - L. *Membership & Database Chairperson:* The Membership and Database Chairperson shall maintain a list of the current members of the club and shall assist the Newsletter Editor by sending out the electronic version of the newsletter. The Chairperson shall provide leadership in welcoming and introducing new and prospective members at FVBSC's meetings and events, shall provide new members with membership packets and other information about FVBSC, and shall make every effort to ascertain members' needs and concerns regarding the organization. The chairperson shall compile all membership data, which will be used for newsletters, membership rosters, mailings, etc., and shall be responsible for monitoring membership renewal.
 - M. *Webmaster:* The Webmaster shall be responsible for maintaining and updating FVBSC's website, shall be responsible for facilitating e-mail correspondence, etc.
 - N. *Ski Chairperson:* The Ski Chairperson shall coordinate the scheduling of winter activities: skiing, snowshoeing, ice skating, sledding, etc., and shall submit a list of events on a monthly basis for the Newsletter Editor, and Webmaster Chairperson (December-March).
 - O. *Social Director:* The Social Director shall organize and coordinate social events to promote camaraderie and friendship within the club and shall submit a list on a monthly basis to the Newsletter Editor. The Social Director may delegate club members to chair individual events as needed.
 - P. *Past President:* The Past President will serve as an advisor to the President and other Board Members as called upon.
5. Board Meetings
- A. Meetings shall be called by the President as deemed necessary, by any three members of the Board of Directors, or by written petition of at least 25% of the club membership.
 - B. A majority of Board Members shall constitute a quorum for transaction of club business. Once a quorum is declared for a meeting, it cannot be rescinded. In the case of exigent circumstances, the President, or successive Officer (in order of preference specified by Article XIII, Item 4) may poll the Board Members individually and inform the Secretary of the results for

inclusion in the Board minutes. This action shall be ratified at the next Board Meeting.

- C. Approval of all grants and of any extraordinary expenditure in excess of five hundred dollars (\$500.00) must be approved by a majority of the Board present. The club is not responsible, or liable, for any non-approved expenditures.

ARTICLE IX: Committees

1. The President, or majority of the Board of Directors, shall have the power to create special committees and define, limit, or enlarge their functions.
2. Each committee shall have a specific function, and when that task has been completed, the committee shall be dissolved.
3. The President, or majority of the Board of Directors, may dissolve any committee at their discretion.

ARTICLE X: Amendments

1. Any individual member shall be entitled to propose changes to the bylaws of FVBSC.
2. The following procedure to change any part of the bylaws must be followed.
 - A. The proposed change must be submitted in writing to the Board of Directors.
 - B. The Board of Directors and a 2/3 majority of the Board Members present are required for approval.
 - C. If approved by the Board, the proposed amendment will be published in the next newsletter.
 - D. The proposed amendment will go into effect when ratified by a 2/3 majority of the members attending the meeting.

ARTICLE XI: Dissolution

1. In the event of the dissolution of FVBSC, for whatever cause and by whatever process, the Board shall present recommendations to the general membership for distribution of all remaining and debt-free liquid assets. The majority of the general membership present shall determine the final distribution of said assets.