

Hawaii Cycling Club By Laws

MEETINGS:

Section 1.

Regular meetings of the club shall be held on the first Saturday of each month after morning rides, at the Old Airport Kid's Playground, approximately 9:30 a.m. unless this falls on a holiday then the meeting will go to the following Saturday

Section 2.

Special meetings may be called at the request of the President. Object of the meeting shall be stated in the call and no other business shall be transacted.

Section 3.

Executive committee meetings shall be held monthly at the direction of the President and/or consensus of the Board. 2/3 of the members of the board shall constitute a quorum.

Section 4.

Committee meetings shall be called by the committee chairperson. Purpose of the meeting shall be stated and acted upon.

FISCAL YEAR:

The fiscal year of the club will commence on the first day of December and shall end on the last day of November.

COMMITTEES:

Section 1.

The president of the club shall appoint all committee chairpersons and establish all committees with the approval of the officers of the club.

Appointed chairpersons will serve a term from the first of December through the end of November of the following year.

The committee chairpersons may select committee members from the general membership ranks.

Section 2.

The appointed committees of the club shall carry on the programs and business of the club

Full time committees will include Ride, Race, Rider Education, and Community/Advocacy.

Committees for special purposes will be established as needed by the president with the concurrence of the board.

Section 3.

Committees will submit a budget for their proposed expenses.

FINANCES:

Section 1.

Treasurer pays all expenses.

Receipts are required for reimbursement.

The president shall also have authority to sign checks in the absence of the treasurer.

Section 2.

Expenses over \$50.00 need approval of two officers.

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ELECTIONS:

Section 1.

Elections and seating of club officers shall be held at the annual meeting.

The election will be by ballot. Nominations for office will be called for at the October meeting with the ballot published on our website.

A majority of voting club members present or by absentee ballot shall elect in all cases.

Section 2.

Officers shall hold office for 12 months or until their successors are elected and duly installed.

Officers will serve from the first of December through the following November.

Officers will be current dues paying members of the club.

Section 3.

Vacancy in office during the term may be filled by appointment by the president with the concurrence of the executive board.

If a vacancy in the office of president occurs the Vice President has the option to assume the office.

If the Vice President turns down the position, the executive board is to nominate a replacement from the membership.

Ratification of the replacement is required by a majority of the club membership attending the next general meeting.

Written notice must be provided through the club newsletter or other communication immediately prior to the meeting for ratification of the replacement.

If a vacancy occurs in another of fine due to the replacement chosen, the new president may fill the vacancy with concurrence of the executive board.

Section 4.

Individual memberships will have one vote. Family memberships may cast no more than two votes.

Section 5.

No person can occupy more than one elected office at one time.

DUTIES OF OFFICERS:

President -

Ambassador of the club. Presides over club and executive committee meetings. Keeps other members informed of news and issues affecting the club via the newsletter, meetings or other communications. Oversees and coordinates other offices. Primarily responsible for raising funds for the club and management of the organization.

Vice President -

Assist president in carrying out the club duties and serve in his/her absence.

Treasurer -

Prepare all club financial transactions and records. Amend events or delegate a representative to pay out or receive cash. Submit a detailed monthly and cumulative financial statement, which is to include all expenses and receipts, at the executive board meeting and general club meeting.

Secretary -

Shall take minutes at club and board meetings, issue minutes, general notices, and announcements. Maintain records of membership, issue new club member packets and notices for renewal. Keep and maintain records of club business and correspondence.

AMENDMENTS:

The By-Laws of the club may be amended by a 2 /3 majority of the voting members of the club present at any meeting of the general membership, provided notice of the proposed amendments has been given in writing to the membership through the club newsletter or other communication immediately prior to the meeting for debate of the proposed amendment.