



WHEELING WHEELMEN CONSTITUTION

This Constitution supersedes all prior ones and is effective January 1, 2015

ARTICLE I ... NAME

The name of the organization shall be Wheeling Wheelmen

ARTICLE II ... PURPOSE

The purpose of the organization is to:

- 1) Provide organized recreational bicycle rides for its members.
- 2) Promote safe and courteous conduct during all bicycling activities, including interaction with other bicyclists, motorists, and pedestrians.
- 3) Cooperate with other organizations to promote the rights and responsibilities of bicyclists in their lawful use of roads, paths and trails.
- 4) Conduct and support charitable and educational activities to promote bicycling.

ARTICLE III ... MEMBERSHIP

Persons with an interest in bicycling are eligible for membership in the Wheeling Wheelmen club upon payment of an annual fee. Membership shall be open to everyone interested in bicycling. Membership shall be classified as either a) individual or b) family.

The organization is a not for profit corporation as listed under the State of Illinois General not for profit corporation act and no pecuniary benefit shall inure to any member by reason of their membership.



ARTICLE IV ... OFFICERS

The elected officers of the Wheeling Wheelmen shall be President, Vice-President, Treasurer, Secretary, Publicity and Membership Officers. The officers' duties shall be as follows:

1. The President shall:
 - A. Preside over and set the agenda for all members and Executive Board meetings.
 - B. Appoint chairpersons of all standing committees with the consent of the majority of the Executive Board.
 - C. With the consent of the majority of the Executive Board, appoint a member for each of the following posts:
 - (1) Newsletter Editor
 - (2) Harmon Hundred
 - (3) St. Patrick's Day Ride
2. The Vice-President shall:
 - A. Assume the duties of the President in his/her absence or incapacity.
 - B. Chair the Rides committee.
3. The Treasurer shall:
 - A. Establish and maintain books of account.
 - B. Prepare and render monthly financial reports to the Executive Board and annually disseminate to each member of Wheeling Wheelmen a written statement of income, expenditures and balances.
 - C. Subject to the express approval of the Executive board, receive and disburse club funds.
4. The Secretary shall:
 - A. Record minutes of the members and Board meetings.
 - B. Handle and maintain all club correspondence and archives.



5. The Publicity Chairman:

- A. Communicate and promote club events to media and bike related organizations.
- B. Work with local government and community organizations promoting bicycle safety.

6. The Membership officer shall:

- A. Maintain a current club membership roster.
- B. Mail club informational material and application forms to those who request it.
- C. Maintain an adequate supply of club brochures and update them as necessary.

The above officers shall be elected annually in a manner and at a time prescribed by the Bylaws. *No member shall hold more than one office concurrently. **More than one person may occupy any of the positions during a term of office as necessary to meet the needs of the Wheeling Wheelmen.*

The above officers, with the inclusion of the Harmon Hundred, St. Pat's chairpersons and the Newsletter Editor, shall constitute the Executive Board. The Board is empowered to formulate and carry out activities which fulfill the purpose of the club as stated in Article II. The Board shall meet at least six times per year and, in addition, when requested by the President or any two members of the Executive Board. Five Board members shall be present to constitute a quorum for the purpose of conducting Board business. All meetings of the Board shall be open to all members of the club with voting restricted to Board members. The Board as a whole may authorize expenditures up to \$2,000.00. Expenditures over \$2,000.00, except for the normal and customary expenditures of the Harmon Hundred, shall require the consent of the majority of those present at a members meeting.



ARTICLE V ... COMMITTEES

Standing committees shall consist of:

1. Member Rides Committee
2. Harmon Hundred invitational Committee
3. St. Patrick's Day Ride Committee
4. Meeting Program Committee
5. Annual Fall Banquet Committee
6. Mileage Statistician
7. Harmon Data Base
8. Newsletter Mailings
9. Web Page

Special committees shall be established as necessary by the President with the consent of the majority of the Executive Board.

ARTICLE VI ... MEETINGS

The club shall hold regular meetings of the membership.



ARTICLE VII ... BALLOTING PROCEDURE

Balloting of the members shall be accomplished as follows:

- 1) A three member ballot team shall be appointed with the advice and consent of the Executive Board.
- 2) Such team shall have full charge of the entire balloting process.
- 3) They shall prepare printed ballots and shall apply a distinctive validation mark which shall also designate individual or family membership on the ballot.
- 4) An instruction sheet shall be included directing each member to mark the ballot appropriately and return it to the club.
- 5) The ballot team shall, upon the lapse of thirty (30) days following the mailing of the ballots, open all ballots returned and verify that each vote has been cast according to prescribed procedure.
- 6) The team shall proceed to tally the ballots, summarize the vote and report the results to the Executive Board.
- 7) The Executive Board shall thereupon notify the membership of the final tally.

ARTICLE VIII ... AMENDMENTS

Any amendment to the Constitution shall be effected under the following procedure:

- 1) An amendment shall be jointly sponsored by at least three members.
- 2) Such members shall present the proposed amendment to a regular members meeting for discussion. A majority vote of such regular meeting shall be required for further action on the proposed amendment.
- 3) Immediately following the members meeting, the proposed amendment with a brief explanation shall thereupon be published in the club newsletter or other suitable medium.
- 4) It shall be raised once more for further discussion and/or modification at the next members meeting after distribution of the amendment proposal.
- 5) It shall be placed on a ballot and mailed to all members immediately following such second members meeting.

For adoption of such amendment, an affirmative written vote of two thirds of the ballots received within thirty (30) days after mailing of the ballots to the membership shall be required. A tally of the ballots received and a report of the results of an amendment proposal shall be made to the membership as designated under balloting procedures.



WHEELING WHEELMEN BYLAWS

The areas specified by the Bylaws shall be comprised of the following: Address, Membership, Election of Officers, Committee Constituency, Meetings, and Constitution Distribution. The Bylaws hereafter adopted to supplement this Constitution may be amended by a simple majority of the votes at any members meeting.

ARTICLE I ... ADDRESS

The Wheeling Wheelmen shall maintain a permanent mailing address.

ARTICLE II ... MEMBERSHIP

Membership shall have two categories: individual and family.

Individual is defined as any Person eighteen (18) years of age or older. An individual membership is entitled to one (1) electoral vote. Individual membership dues shall be assessed annually.

Family is defined as 1) a husband, wife and their children less than eighteen (18) years of age residing at the same address, or 2) at least one adult and any unmarried children under the age of eighteen (18) residing at the same address or 3) two or more adults, in cohabitation, residing at the same address. A family membership is entitled to two (2) electoral votes regardless of the number of persons in the family unit. Family membership dues shall be assessed annually. Dues become payable as of January 1 of each calendar year. Annual dues received after September 1 of a calendar year will entitle the Payee to membership through the following calendar year. The dues rate for each membership category shall be reviewed annually by the Board and any proposed change must be approved by the majority of those present at a members meeting.

Termination of membership shall be effected by: 1) non-payment of dues within 90 days after the payable date or 2) a determination by the Executive Board that a member has conducted himself in a manner detrimental to the club's purposes as stated in Article II of the Constitution.



Any Wheeling Wheelmen bicycle ride, members meeting and/or other club sponsored event is open to the general public. Any person not a member of the club will be requested to join the club upon participating in one club activity in any year.

Any person under the age of eighteen (18) may participate in any club activity only with an adult member as his/her sponsor for that activity. In the case of bicycle rides, the sponsor shall ride with such minor and shall be considered legally liable for his/her safety and well being.

ARTICLE III ... ELECTION OF OFFICERS

A nominating committee shall be appointed by the President no later than the August regular members meeting. Said committee shall prepare a slate of at least one (1) candidate, but not limited to one candidate, for each office. Said committee is encouraged to prepare a slate of two (2) candidates for the offices of President and Vice-President.

Nominees shall be announced at the September members meeting. Additional nominations may be placed from the floor at this meeting. A simple majority vote of the members present shall confirm the additional nomination(s). *Communicated to all members for voting prior to the annual banquet

In the election of officers, the balloting procedure specified in Article VII of the Constitution shall be used. In case of a tie vote, a new ballot shall be mailed by the ballot team to each member in good standing, following the same balloting procedure.

In the event of a vacancy during a term of office, the Executive Board shall appoint a replacement for the remainder of the term of office.

ARTICLE IV ... COMMITTEE CONSTITUENCY

All committees shall consist of at least a chairperson and such other members as the chairperson may accept.

ARTICLE V ... MEETINGS

The Wheeling Wheelmen shall hold regular meetings at times and places recommended by the President with the consent of the majority of the Executive Board. Such meetings will be held every month. November and December meetings may coincide, respectively, with a fall banquet and holiday party.