

Kickin' Asphalt Bicycle Club, Incorporated **Hilton Head Island, South Carolina**

BYLAWS

Article I. NAME

The name of this organization shall be the Kickin' Asphalt Bicycle Club, Incorporated. The club may also be referred to as the Kickin' Asphalt Bicycle Club or KABC.

Article II. PURPOSE

The purpose of this club is to promote and encourage bicycling in all its forms; to educate its members and community in all aspects of the safe use and enjoyment of bicycles; and to actively work toward the development of a safe environment for all bicyclists.

Article III. ORGANIZATION

Elected Officers: There shall be four (4) elected officers to provide organization with guidance and leadership: A President, Vice President, Treasurer and Secretary. These elected Officers and the Standing Committee Chairs shall constitute the Board of Directors. The immediate past president will serve as ex-officio, non-voting member of the Board of Directors for one year after holding the office of President.

These elected officers shall be; nominated in November, elected in January by the General Membership and installed at the February Board of Directors meeting.

The President shall be the official representative of the organization in all matters and shall be responsible for all the activities of the organization and is especially charged to lead and coordinate its programs toward the fulfillment of its purposes. The President shall preside at all Board of Directors meetings and meetings of the general membership.

The Vice President shall assist the President in his duties in the President's absence. The VP shall assume such other functions as assigned by the Board of Directors. This Officer shall be responsible for the General Membership meeting programs.

The Treasurer shall be responsible for the collection and disbursement of funds; the reporting of financial conditions at meetings; and the proper record keeping of finances.

The Secretary shall maintain records, prepare correspondence, and perform such other functions as the Board of Directors shall assign. The Secretary shall take and disseminate all minutes of the General Membership and Board of Directors meetings.

Standing Committees: Standing Committee Chairs shall be appointed by the Officers of KABC. Nominations shall be accepted from the general membership. The Chair shall be responsible for recruiting and seeking volunteers from the membership to assist in effectively accomplishing the goals of the committee.

The Chairs of the Standing Committees shall report to the Board of Directors the goals and activities of their committee as well as actions regarding club activities through media sources. This shall be reported at the Board of Director meetings. Each chair shall lead only one committee.

Education and Safety Committee shall be responsible for the development of programs and events that educate both the membership (especially newcomers) and the community in all aspects of the safe use and enjoyment of bicycles, as per the purpose of this organization.

Communications Committee shall be responsible for establishing and maintaining a web site, marketing to prospective new members and informing people of upcoming rides, meetings and events.

Ride Director shall be responsible for planning an annual ride schedule. The **Ride Director** will solicit Ride Leaders from the general membership to lead at least one ride per year. A **Ride Leader** would be responsible for planning a specific ride, creating a map and/or cue sheet for ride directions, get waivers signed at the beginning of each ride and disseminate information at the beginning of the ride (including a map/cue sheet and introductions). The **Ride Director** shall also establish and maintain ride guidelines.

Social Committee shall be responsible for implementing an activities calendar to meet the needs of the membership and the purpose of the club. They shall further be responsible for implementing special events. They shall also be responsible for informing the membership of activities outside of the organization which may be of interest to the members.

Membership Committee shall be responsible for processing membership applications and renewals. They also maintain a list of active members and, annually disseminate the list to members.

Merchandise Committee shall be responsible for determining merchandise items to be offered to our Club members. This committee develops the item design to recommend to the Board for approval, selects the supplier, orders the items and distributes the merchandise to our members.

Ad-Hoc Committees and Special Appointments shall be made by the Board of Directors when needed to accomplish certain goals, projects, events, etc. The Board of Directors shall dissolve said committees and/or appointments when and as it sees fit.

Standing Committees shall meet as deemed necessary to accomplish their specific goals and objectives. The **Board of Directors** shall meet bi-monthly. The **General Membership** meeting will also be held on a bi-monthly basis except on months of major social events.

Article IV. MEMBERSHIP

Regular Members: Anyone who continually subscribes to the purposes and By-Laws of this organization, who pays annual dues and has signed a waiver of liability agreement shall be considered a regular member. This includes the individual and family memberships. The annual dues are subject to change pending adoption by the Board of Directors.

Article V. BY-LAWS AND ADOPTION

The By-Laws shall be read at the January meeting of the General Membership for their input. The By-Laws shall then be adopted if approved at the February Board of Directors meeting.

Article VI. AMENDMENTS

These By-Laws may be amended by reviewing the proposed amendments with the general membership at a General Membership meeting. Amendments must then be approved at a Board of Directors meeting.

Article VII. ELECTION PROCESS

A November communication to the General Membership will request nominations for Officers and Committee Chairs. The election ballot for Officers, prepared by the Secretary, shall be presented at the January General Membership meeting in person or in proxy with signature. Votes shall be tallied and checked by two individuals in the presence of the electorate. Terms of office shall be one year. All unexpired terms shall be filled by the Board of Directors as soon as possible following the creation of a vacancy. The maximum time anyone will occupy a specific office is three years.

September 13, 2006. Amendment 1 dated February 21, 2008