

2024 FINAL

SOMERSET WHEELMEN BY-LAWS

By-Law 1: The name of the organization shall be the Somerset Wheelmen (SW). (Also, referred to as Team Somerset, our recognized racing team).

By-Law 2: The specific objectives for which SW is organized are as follows:

- To promote the sport of bicycle racing.
- To provide a nurturing, supportive organization to develop and grow the talents of member cyclists of any age, male and female, to reach their athletic potential.
- To operate on a non-profit basis.

By-Law 3: Membership in the SW shall be open to all interested in the sport in the following categories:

- Regular – All members in this classification shall be actively involved in the sport. Dues will be established by the Executive Board of the SW and renewed January of each year. New riders may join at any time in the calendar year. Membership will be to the end of the next calendar year for those joining after Sept. 1.
- Life Membership – Club members who have won a National Championship and/or have demonstrated exceptional dedication to the SW are awarded life membership. All life members enjoy the same privileges as regular members and are exempt from annual dues. Selection of life members is purely at the discretion of the Executive board.
- The SW shall be a member of USA Cycling, the national governing body of the sport of cycling, the New Jersey Bicycling Association, the organization that coordinates the sport in New Jersey, and maintain its non-profit status with the State of New Jersey.

By-Law 4: The officers shall be the president, a vice president, secretary, and treasurer.

- The president shall be the official representative of the club, preside over the meetings, and serve as ex-officio member of all standing and special committees. The president shall appoint chairpersons of all standing and special committees for the period of his/her term. While the president shall be the custodian of all the records of the club, they may be maintained by Executive board members. Records, while not all inclusive, would include tax documents, insurance documents, and any membership data (hardcopy or online), and the Treasurer would maintain financial records.
- The vice-president (VP) shall assume the duties of the president in his/her absences. Additionally, the VP will be a joint planner of team events, activities and be essential to the team decision making and strategic direction.

- The secretary shall record the minutes of the meetings and maintain the membership list. The secretary will also preside over elections and set up the team membership structure and roster on-going, including insurance waiver process.
- The treasurer shall be the custodian of all the funds of the SW, receive dues and all other revenue, maintain a checking account in the name Somerset Wheelmen, deposit all monies received in said account, sign checks, submit an annual budget, render an annual report at the end of each calendar year, pay all bills for programs authorized for payment.

By-Law 5: The standing committees of the SW shall be events, programs, sponsorship, publicity, and clothing. Assuming interest/availability, each committee will have a chair/vice chair to keep a pipeline of support for the team.

- The events committee will determine the open races, clinics, and other functions that will be available to members and non-members. The committee members will be the primary planners and organizers for said events, in conjunction with communication to the board as necessary. Within the events committee, race direction will be handled by an assigned director/co-director.
- The program committee will plan and organize club programs and functions. These events will include, but are not limited to, awards year end recognition, junior development, and meeting speakers/entertainment.
- The sponsorship committee will manage outreach and relationships with team sponsors and the overall structure/duration of these partnerships.
- The social media/publicity committee will promote the club and programs and, whenever and wherever feasible, endeavor to promote good public relations. This committee will help share events and other communications of results, etc. on Facebook, Instagram, and other means.
- The clothing committee shall be responsible for maintaining a supply of uniforms to the membership, as well as organizing clothing orders with vendors during the year.

By-Law 6: Based on need and the discretion/desire of the team, captains may be elected by their peers to represent membership groups – Seniors/Open, Juniors, Masters, and Women.

- The team captain may select specific races to enter and any special rides, clinics or programs.
- The team captains may organize training
- The team captains shall recommend riders for special awards.

By-Law 7: The Executive Board shall govern the SW.

- The Executive Board shall consist of the officers and chairpersons of standing and special committees. The immediate past president shall be entitled to a seat on the executive board.

- The executive board shall transact all club business, solicit sponsors, and make appointments to fill any existing officer vacancies.
- The Executive Committee shall select life members and members to receive special awards.

By-Law 8: Meetings

- The general meetings of the SW shall be determined by the Executive Board as needed virtually or at a specific location. These meetings should be held quarterly at minimum.
- Each year, the “post-race season” meeting shall be for the purpose of nominating officers, evaluating the current year’s programs and events, and to initiate plans for the next year.
- The year end meeting shall be for the election of officers (every other year starting in 2026), and presentation for approval the budget for the next year. In 2024, a special election of officers will take place in the August/September timeframe. Those officers will be in place through the 2026 election.
- Special meetings may be called upon the recommendation of the Executive Board.
- Executive Board meetings shall be held at the discretion of the President or at the request of three Executive Board members.
- Three members of the Executive Board shall constitute a quorum. If necessary, the Executive Board can be polled by phone or by electronic communications.

By-Law 9: Elections

- The elected officers shall be the president, vice president, secretary, and treasurer.
- All officers shall be elected by in person or online ballot/nomination process
- All officers shall be elected to serve two-year terms. It is expected that board positions will be held for a maximum of “3” terms or “6” years. However, if there is not sufficient interest, terms can be extended with approval of the full board.
- In the event of a resignation or removal of an officer, the Executive Board shall appoint a successor until the next election. In the event the president is unable to complete his/her term, the vice president shall complete the balance of the term. Additionally, team members can be removed at the sole discretion of the board if they are not acting in the best interest of the team, or for behavior/conduct that is against the standards of SW, USAC, or is illegal. These cases would be reviewed and decided by the full board.

By-Law 10: Amendments to the By-Laws

- Any regular or active life member may propose amendments to the by-laws.
- All proposed amendments shall be submitted to the Executive Board for consideration to present said amendment for discussion at a general membership meeting. Any amendment presented at a general meeting by the

Executive Board for discussion shall be scheduled for vote at the next general meeting.

- A two-thirds approval of the members and eligible to vote shall be required for an amendment to become a By-Law. This can be done in person or on-line poll.
- These By-Laws shall be reviewed every five years.

August 2024