

BYLAWS OF EBCC, Inc.

P.O. Box 40
Canton, CT 06019

Originally Adopted: May 23, 2000
Updated: January 15, 2004
Updated: March 19, 2024
Updated: March 6, 2025
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ARTICLE I: DECLARATION

1. The name of the organization will be EBCC, Inc. hereinafter referred to as The Club or Club. EBCC, Inc. stands for Eastern Bloc Cycling Club and may continue to be recognized as such, in the event of an old or filed document being referenced.
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ARTICLE II: MISSION STATEMENT

The purpose of the EBCC is to respectfully promote cycling as a fun and healthy activity, organize group rides and social events for members, and participate in cycling advocacy, development, and education within the community.

1. Affiliations. EBCC may establish affiliations with organizations such as USA Cycling, the League of American Bicyclists (LAB), Farmington Valley Youth Cycling, BikeWalkCT, BikeWalkCantonCT, New England Mountain Bike Association (NEMBA), Ride With GPS, Strava, and others as deemed necessary by the Board of Directors to maintain EBCC's purpose and achieve its objectives.
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ARTICLE III: MEMBERSHIP

1. Eligibility. Membership is open to any individual who supports the objectives of EBCC as stated herein.
2. Dues. All members shall pay annual membership dues as determined by the Board of Directors. The Treasurer shall be responsible for the collection of dues.
3. Membership Term. Membership shall commence on the date the Membership Application is signed (or online application is submitted) and dues are paid, continuing until December 31 of the current year. New members joining on or after October 1 shall have their membership extended to expire on December 31 of the following year.
4. Renewal Notices. Members shall be notified of an upcoming membership expiration at least one month prior to the expiration date via the messaging app, website forum, or club-wide email.

5. Termination. Members who have not remitted dues by May 1 shall be removed from membership. The Board of Directors reserves the right to revoke membership of any individual who has demonstrated public behavior in conflict with EBCC's Mission Statement, Purpose, and Objectives.
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ARTICLE IV: MEETINGS

1. Regular Meetings. Regular meetings shall serve as a means of communication, education, and entertainment for EBCC members. Meetings may also address club business, policy determination, direction, or other matters at the discretion of the Board of Directors. At least two meetings shall be held annually and publicized through the website or other club communication channels.
 2. Special Meetings. Special meetings may be called at the discretion of the Board of Directors.
 3. Notice. The time and location of Regular and Special Meetings shall be posted on the EBCC website forum or messaging app at least one week prior to the scheduled meeting.
 4. Voting. Each member present at Regular or Special Meetings is entitled to one vote.
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ARTICLE V: CLUB EVENTS AND RIDES

1. Major Events. Annual club events with expenses exceeding \$500 shall be considered Major Events. Chairmen for Major Events may be appointed by the President with input from the Board of Directors and the immediate past chairman of that event (if available). The chairman shall be responsible for selecting or removing committee members, enlisting volunteers, and may be removed by a two-thirds vote of the Board.
2. Ride Schedule. A schedule of rides and activities for the coming year shall be submitted to the Board for approval by April of the current year. EBCC shall strive to avoid conflicts with activities of other cycling clubs or organizations in the state. The organized ride calendar shall run from April 1 to September 30.
3. Additional Rides. Other organized rides may be added to the calendar when a Ride Leader is present. Members may use appropriate communication channels to organize private rides, indoors or outdoors, throughout the year.

ARTICLE VI: BOARD OF DIRECTORS

1. **Composition.** The affairs of EBCC shall be conducted by a Board of Directors consisting of no fewer than five and no more than ten members. The Board shall have the responsibility and authority to control the funds and assets of EBCC.
2. **Officers.** Officers of the Board shall include a President, Vice-President, Treasurer, Secretary, Web Master, and USA Cycling Representative, plus up to four additional Board members.
3. **Additional Roles.** Other Board members may include officers for Membership, Education, Ride Coordinator, Publicity, Volunteer Coordinator, Major Event Chairman, or other positions deemed necessary by the Board. The Board may also establish non-officer positions as appropriate.
4. **Appointments.** Elected Board members may appoint up to four additional Board members from eligible candidates to fulfill EBCC's goals. Appointed Board members shall serve concurrently with the elected Board members.
5. **Meetings.** The Board shall hold meetings as necessary, open to interested parties on a non-interfering basis.
 - Special meetings may be called by the President or upon request of at least three Board members.
6. **Voting.** Each Board member is entitled to one vote.
7. **Quorum.** A quorum shall consist of a majority of Board members, and a majority of those voting shall be sufficient to take action.
8. **Removal.** A Board member may be removed by a two-thirds vote of the Board.

ARTICLE VII: ELECTIONS

1. **Nomination Process.**
 - **Appointment of Nominating Officer.** Each year, the Club Officers may appoint a Club member in good standing to serve as the Nominating Officer for the current election cycle. The appointee must provide their consent to serve in this role.
 - **Responsibilities of the Nominating Officer.** The Nominating Officer shall be responsible for soliciting and gathering names of Club members in good standing willing to run for a position as a Board Officer. Members may also self-nominate by submitting their candidacy directly to the Nominating Officer.
 - **Nomination Period.** Nominations shall be accepted from the start of the election cycle until November 19 of the current year. All nominations received by this deadline shall be compiled by the Nominating Officer and posted to the

#everyone channel of the EBCC communication app (e.g., Slack) or the club website forum, whichever is designated as the primary communication platform.

- Publication of Nominees. The Nominating Officer shall ensure that the list of nominees for officer positions is disseminated to all members through Club email communication, the EBCC website, and/or the designated communication channel (e.g., Slack) no later than November 25, to allow sufficient time for review prior to the election.

2. Election Process.

- Officer elections shall take place in December via the website or other electronic means. If no nominations are received for a position, the existing Board may continue as officers or nominate an active Club member for the open position by majority vote.
- Term. Officers shall be elected (or appointed by a majority vote if no nominations are received) for a one-year term, beginning January 1 and ending December 31.

ARTICLE VIII: POWERS AND DUTIES OF OFFICERS

General Duties. The duties of the Officers shall generally be fulfilled as outlined herein. It shall be the collective responsibility of all Officers to oversee, manage, and execute the full scope of Officer responsibilities as set forth in these bylaws.

1. President:

- Shall serve as the Executive Officer of EBCC.
- Shall preside at all meetings.
- Shall be an ex-officio member of all committees except the Nominating Committee.
- Shall have authority to execute legal documents on behalf of EBCC.

2. Vice-President:

- Shall perform the duties of the President in their absence.
- Shall conduct a yearly review of the Bylaws, recommend amendments, and maintain a current master copy.
- Shall have authority to execute legal documents on behalf of EBCC.

3. Treasurer:

- Shall be the custodian of EBCC funds.
- Shall maintain full and accurate accounting records, including prior year records and a monthly operating statement, available at Board meetings.

- Shall transfer all books and records to their successor by February 15, as well as all Account log-in details to banking accounts.
 - Shall present the proposed budget at the first Board meeting of the year.
 - Shall file annual tax documents as required by law.
 - Shall have authority to execute legal documents on behalf of EBCC.
4. Secretary:
- Shall keep minutes of all EBCC meetings.
 - Shall record and present relevant business concerns from members at Board meetings, informing members of actions taken.
 - Shall maintain a notebook (or shared online documents) including but not limited to, EBCC Bylaws, General policies, financial statements, current budget, Board member duties, and an EBCC contact(phone/email) list.
 - Shall maintain an up-to-date membership list.
 - Shall have authority to execute legal documents on behalf of EBCC.
5. Vacancies. The Board shall appoint replacements for any vacancies occurring between terms.
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ARTICLE IX: COMMITTEES

1. Standing Committees. Standing Committees shall meet as decided by their members, organizing events, preparing budgets if requested by the Board of Directors, and report on committee activities at General Membership and/or Special Meetings.
2. Committee Examples:
 - Weekly Road and Gravel Ride Committee
 - Weekly Road Time Trial Committee
 - Weekly “Progressive Distance Ride” Committee
 - Weekly Mountain Bike Ride Committee
 - Land Use/Mountain Bike Advocacy Committee
 - Advocacy Fundraising Committee
 - Membership Committee
 - Youth Development (FVYC)

ARTICLE X: FISCAL POLICIES

1. Fiscal Year. The fiscal year shall run from January 1 to December 31.
2. General Accounting. The books and accounts of The Club will be kept on a cash basis and will be made available to any member upon request
3. Budget Review. The incoming Board shall review the past year's expenses and approve a budget by the March Board meeting, available to any member upon request.
4. Major Events. Major Event Chairmen shall act as fiscal agents for their respective events. They will present a preliminary event budget to the Board for approval before the event. They will produce a summary report of the event within 60 days after the event. Major Event Chairmen, with advice from their committee, may participate in the budgeting process for the EBCC for the coming year.
5. Adjustments. Fiscal policies may be adjusted for inflation by a simple majority vote of the Board.
6. Audit. The Board shall conduct an annual audit of EBCC books.

ARTICLE XI: POLICIES AND DISSOLUTION

1. Policies. The Board may create policies for governing the day-to-day operations, consistent with these Bylaws.
2. Dissolution. In the event of dissolution of The Club, the Board will determine distribution of its assets to such charitable and educational organizations in the community that are tax-exempt from federal income tax, or a successor organization with the same purposes and objectives.

ARTICLE XII: PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall be the Parliamentary authority for all matters of procedure not specifically covered by the Bylaws or other specific or customary rules of procedure adopted by The Club.

ARTICLE XIII: AMENDMENTS

These Bylaws may be amended by a two-thirds vote of the Board, followed by sharing the amended Bylaws at a regular meeting, via email, on the website, or through the messaging app. Active members shall have two weeks from the shared date to submit written questions or comments to the officers. Responses shall be shared, and a special meeting may be called to vote on further revisions.