

**THE MASSAPEQUA PARK BICYCLE CLUB**  
**P.O. Box 231**  
**Massapequa, New York 11758-0231**

**By-Laws**

**ARTICLE I—GENERAL**

Section I—Name

The name of this club shall be the Massapequa Park Bicycle Club, Inc.

Section II—Purpose

The club is organized and operated exclusively for recreational and educational purposes and, in particular, to educate bicyclists and the public about:

- \* Safe and effective bicycling
- \* The rights and interests of bicycling
- \* The promotion and advancement of the physical fitness benefits of safe recreational bicycling; and
- \* Bicycle rallies and other events that encourage safe and effective bicycling.

**ARTICLE II—MEMBERSHIP**

Section I—General

Membership shall consist of an individual or family. The individual or family head must be at least 18 years of age or older. Family members under the age of 18 must be accompanied by a member-parent or member-guardian on all rides.

Membership shall become effective upon the completion and acceptance of an application for membership to the club and payment of the appropriate membership dues.

Section II—Eligibility

Payment of dues entitles membership in the club. Membership is open without regard to race, creed, sex, national origin or religious preference.

Section III—Membership Revocation

The Executive Board reserves the right to revoke membership involving, but not limited to, the following circumstances:

- \* Habitual reckless riding and continued disregard of safe bicycling rules.
- \* Improper actions during a club ride which pose a threat to the safety and well being of self and other ride participants.
- \* Actions that impact negatively upon and pose a threat to the integrity of the club.

Section IV—Complaints

A complaint made against a club member concerning any of the circumstances outlined in Section III must be made in writing and presented to the President or the Executive Board. Upon receipt of a written notice of a complaint, the Executive Board will conduct an investigation, discuss the complaint with the parties involved and put the matter to a vote upon completion of the investigation.

The decision to revoke membership shall be determined by a majority vote of the Executive Board. A decision to revoke membership shall be final after being brought to the attention of the membership during a regular meeting, with a motion to approve and seconded by the membership.

**ARTICLE III—DUES**

#### Section I—Annual Dues

The Executive Board shall establish the dues annually, prior to the annual membership drive. The annual dues shall be payable by the first day of May.

#### Section II—Cancellation of Membership

Failure to pay dues by the first day of June shall constitute an automatic cancellation of membership.

#### Section III—Dues Refund

Membership dues are not refundable.

#### Section IV—Fiscal Year

The fiscal year of the club shall commence on the first day of May and shall end on the last day of April of the succeeding calendar year.

#### Section V—Hardship

Should any member encounter hardship where they are unable to pay their membership dues in a given year, they should privately contact any MPBC board member and we will consider waiving their fee for that year.

### **ARTICLE IV—MEETINGS**

#### Section I—Annual Meeting

The annual meeting shall be held in November.

#### Section II—General Membership Meetings

The general membership meetings shall be held on the first Monday of each month at 8:00 PM, unless otherwise stated. Attendance by 25 members of the club present shall constitute a quorum for conducting business.

#### Section III—Special Meetings

Special meetings may be called by the President or the Executive Board upon written notice to the membership. The object of the meeting shall be stated in the call and no other business transacted. Attendance by 25 members present shall constitute a quorum for conducting business.

#### Section IV—Executive Board Meetings

Executive Board meetings shall be held at such times as may be determined. Meetings may be called by the President or by him or by her at the request of three members of the Board. Three members of the board present shall constitute a quorum for conducting business.

#### Section V—General Membership Meeting Agenda

General membership meetings shall be conducted in accordance with the following agenda format:

- \* Call to order
- \* Reading of minutes of prior meeting and acceptance (or move to dispense).
- \* Treasurer's report
- \* Old business
- \* New business
- \* Program, if scheduled
- \* Adjournment

### **ARTICLE V—OFFICERS/EXECUTIVE BOARD**

#### Section I—Officers

The offices of the club shall be the President, Vice-President, Treasurer, Secretary-Recording, Secretary-Membership and Secretary-Corresponding.

#### Section II—Officers

**President**—The President shall preside at all meetings at which he or she is present, exercise general supervision over all affairs and activities of the club, appoint committee chairpersons, make interim appointments as needed with the approval of the Executive Board, and serve as an ex-officio member of

all committees, except the nominating committee. If the president desires to participate in the debate, he or she may turn over the chair to the Vice President, or such officer, as he shall elect.

Vice President—The Vice-President shall perform the duties of an absent President and perform such duties as are assigned by the President. The Vice President shall also oversee the preparation of the ride schedule at each monthly general membership meeting and exercise general supervision over the Ride Coordinators to foster and coordinate ride leadership and participation.

Treasurer—The Treasurer shall receive all club funds, keep them in a bank or repository approved by the club, pay out funds as directed by the President and/or Executive Board, keep and prepare all club financial records and transactions, sign all checks and make a financial report at each meeting. The general membership shall be appraised of all requests for donations and expenditures, other than routine expenses. A motion shall be made from the floor regarding the amount of donation or expenditure, seconded by a member and agreement by a majority in favor.

Secretary-Recording—The Recording Secretary shall record the minutes of all proceedings of the general membership meetings and any other meetings so designated by the President which shall be an accurate and official record of all business transacted, maintain the minutes in a loose-leaf notebook and read the minutes at club meetings when called upon to do so.

Secretary-Membership—The Membership Secretary shall compile, update and maintain a directory of all members, make available a directory to each member annually, issue membership cards, forward membership applications upon request and record payment of dues.

Secretary-Corresponding—The Corresponding Secretary shall collect club mail from the post office, distribute mail to appropriate individuals, respond to inquiries received concerning the club and membership, prepare letters and other documents as may be requested by the President or Executive Board pertaining to club matters.

### Section III—Officer Emeritus

The title of Officer Emeritus can be bestowed by the President on a living past officer who has been instrumental in the growth and vitality of the club and maintained continuous membership. The Officer Emeritus shall serve on the Executive Board as an advisor with voting rights.

### Section IV—Relief of Responsibilities

An officer or officer emeritus who does not comply with assigned responsibilities may be relieved of office by a majority vote of the Executive Board. Notice of such a vote must be given to the officer involved, who may elect to appear before the Board prior to the vote.

Appointment of a replacement shall be made by the President with the approval of the Executive Board by a majority vote.

### Section V—Executive Board

Executive Board—The Executive Board shall consist of the elected officers and officers emeritus and shall have immediate charge, management and control of the affairs of the club between meetings.

Upon appointment by the President, an elected officer of the Executive Board shall serve as an ex-officio member of any committee except that of the Nominating Committee.

## **ARTICLE VI—ELECTIONS**

### Section I—Nominating Committee

A Nominating Committee shall be appointed by the Executive Board, consisting of five members representative of all ride categories at the regular meeting held in July. The Committee shall elect its own chairperson. The term of the Nominating Committee expires with the election of a nominated slate.

A report from the Nominating Committee shall be made at the September meeting. The report shall include a slate of candidates for each elected office. Each candidate must be an active member and must have agreed to perform the duties and responsibilities of the office for which they have been nominated.

Nominations from the floor may be made at the September meeting.

#### Section II—Nominating Committee Report

The report from the Nominating Committee and nominations from the floor shall be reported upon in the October Newsletter, with notice of the election to be held at the November meeting.

#### Section III—Election Date

The election of club officers shall be conducted at the Annual Meeting, held in November.

#### Section IV—Election

The election shall be by secret ballot. A majority vote of club members present at the Annual Meeting shall elect in all cases.

#### Section V—Seating of Officers

Newly elected officers shall be seated at the December general membership meeting. The term of office shall be for two years or until successors are elected and are duly installed.

#### Section VI—Vacancies

Vacancies among elected officers shall be filled by appointment of the President, with the approval of the Executive Board by majority vote.

### **ARTICLE VII—COMMITTEES**

#### Section I—Committee Chairpersons

The President, by and with the approval of the Executive Board, shall appoint Committee Chairpersons. Committee appointments shall be at the will and pleasure of the President, and in no event shall exceed the term of the appointing President.

#### Section II—Standing Committees

The standing committees of the club shall include:

- \* Rides
- \* Nominating
- \* Programs
- \* Pauminok
- \* Newsletter
- \* Club Invitational
- \* Hospitality
- \* Annual Picnic
- \* Sunshine
- \* Winter Party

#### Section III—Ad Hoc Committee

The President may appoint ad hoc committees and their chairpersons as deemed necessary to carry out the programs of the club.

### **ARTICLE VIII—AMENDMENTS**

#### Section I—Amendments and Alterations

The by-laws may be amended or altered by a majority vote of the members at any regular meeting, providing the notice for the meeting includes the proposal for amendments.

Section II—Proposing Amendments and Alterations

Any proposed amendment or alteration shall be submitted to the Executive Board in writing.

Section III—Action

The Executive Board must take action on the proposed amendment within thirty days of receipt of the proposed amendment. Upon approval of the proposed amendment by the Executive Board, it shall be submitted in writing to the general membership within fifteen days of the next meeting.

**ARTICLE IX—DISSOLUTION**

Section I—Dissolution

In the event of dissolution of the Massapequa Park Bicycle Club, remaining assets, after the satisfaction of all obligations of the Corporation, shall be distributed for purposes within the scope of the Internal Revenue Code 501(c) (3) or amendments thereof.

**ARTICLE X—EFFECTIVE DATE**

Section I—Effective Date

The effective date of these by-laws shall be December 4, 1995.