



Bylaws & Constitution

1. NAME

- 1.1 The name of the club shall be: Credit Valley Cycling Club
- 1.2 This name shall be registered with the Government of Ontario under the requirements of the Corporations Act.
- 1.3 This name shall also be registered with the appropriate governing bodies of cycling sport.
- 1.4 Where necessary, such as on jerseys, the name may be abbreviated to CVCC
- 1.5 In the following items, the club means Credit Valley Cycling Club.

2. AFFILIATIONS

- 2.1 The club shall be registered with limited liability with the Government of Ontario.
- 2.2 The club shall be registered with the Ontario Cycling Association, and through this affiliation with the Canadian Cycling Association.
- 2.3 The club may affiliate with any other cycling organizations if this is proposed by the club executive, provided that it is beneficial to all members, or a significant number of members, or becomes a requirement of either of the Government or the O.C.A., or if it is approved by a simple majority at the Annual General Meeting.
- 2.4 Club members may join other bodies without restriction, provided that this is not precluded by either of the two affiliate organizations noted above.
- 2.5 Members joining other clubs must clearly inform all concerned clubs and must designate one as their first claim club, for whom they will participate in O.C.A. events.

3. OBJECTIVES

- 3.1 The primary objective of the club shall be to foster and promote the sport and pastime of cycling in all its forms.
- 3.2 The club shall organize various categories of events to promote training and pleasure rides.

4. CLUB EXECUTIVES

- 4.1 Executives of the club shall be elected for a term of one year commencing at the Annual General Meeting at which they are elected and running until the next Annual General Meeting when the following executive is elected.
- 4.2 Executives of the club shall be paid-up members in good standing.
- 4.3 The President shall direct the activities of the club.

4.4 The Club Secretary shall keep minutes of all meetings, shall receive and send all correspondence for the club, shall fill in all forms, shall prepare agendas for meetings after discussions with the other officers and shall collect all matters relating to the club and retain it in such a manner that complete records of the club activities can be maintained.

4.5 The Club Treasurer shall attend to all financial matters of the club and shall keep complete records of all moneys in and out of the club account. He/She shall further take charge of any cash amounts received for the club and shall account for these and enter them into the accounts.

5. MANAGEMENT

5.1 The management of the club shall be vested in the elected officials.

5.2 The term of the elected officials is one year, as noted in Section 4. However, if any official becomes unable or unavailable to perform the requisite duties, the remaining officials shall co-opt an additional club member to fulfill the duties of the replaced official.

5.3 Remedies exist in the constitution for the replacement of any or all of the club officials by means of a special general meeting and an appropriate vote.

5.4 The elected officials may co-opt or appoint any other members of the club to any other offices and functions which will enhance the club and its' operations.

5.5 The appointment of such members and their terms of reference will be published on the club website after their appointment.

5.6 All such co-opted officials shall be responsible to the executive and for any matters affecting the image or the financial affairs of the club shall refer to the executive for confirmation.

5.7 In the event that any co-opted official is unable to perform the duties, or if their methods are not in conformation with the approach of the management, then the duties of such official shall be terminated by mutual agreement with the committee, or, in the event of serious disagreement, by the elected officials alone.

5.8 In the event that the membership is in substantial disagreement with any of the elected officials, the membership has the option of calling a Special General meeting and offering a vote of confidence in regards to the official(s). In the event that the vote of confidence is not passed the official(s) concerned shall resign and a replacement shall be voted into office.

5.9 The Executive may revoke or decline to renew the membership for any member who violates any of the club rules; or who otherwise behaves on a club event or website forum in a manner which seriously compromises the safety and/or enjoyment of the other participants; or who otherwise behaves in a manner which seriously compromises the club's aims and philosophy as outlined in the mandate.

6. GENERAL MEETING

6.1 An Annual General Meeting shall be held after the end of the normal season. The meeting will generally be held in late November.

6.2 The A.G.M. will be held at a convenient location and will be advised to all members in the club website at least two weeks before the club date of the meeting.

6.3 The first purpose of the A.G.M. will be to receive reports from all elected officials and all others having conducted club business since the last Annual General Meeting.

6.4 The second purpose of the A.G.M. will be to consider amendments to the constitution and bylaws.

6.5 The A.G.M. will consider general business as well as any business raised by those present.

7. ELIGIBILITY

7.1 Each paid up member in good standing shall be entitled to attend and shall have one vote.

7.2 Proxy voting will be allowed at A.G.M.s, provided that no member shall vote more than 5 proxies. Proxies shall generally be vested in the executive unless solicited by others. In this eventuality, the person soliciting shall clearly indicate to the vote holder his position at the intended meeting.

8. CONDUCT OF MEETINGS

8.1 The Club President shall chair the meetings, or in his absence, some other member of the executive.

8.2 The meeting shall be generally run in accordance with Roberts Rules of Order.

8.3 Motions shall be proposed and seconded and sufficient discussion shall be voted on by the body of the meeting.

8.4 Voting shall be by a show of hands and shall be carried or defeated by a simple majority.

8.5 The president, chairman need not vote, except in the event of a tie in which case his shall be the deciding vote.

8.6 A quorum needed for voting shall be 1/10th of the total membership.

9. MEMBERSHIP

9.1 Single membership shall apply to any person eighteen years of age or older.

9.2 The interest of a Member in the Corporation is not transferable and lapses and ceases to exist;

1. When the Member's period of membership expires.
2. If the Member resigns in writing, in which case the resignation shall be effective from acceptance thereof by the Executive, provided that such Member shall remain liable for payment of any outstanding membership dues levied or which became payable by the Member to the Club prior to such person's resignation.
3. If the Member dies.
4. If the Member is expelled by resolution of the Executive, provided that such expulsion is done in good faith and in a fair and reasonable manner. The Member is given at least fifteen (15) days notice of the expulsion with reasons, and the Member is given an opportunity to be heard by the Executive, orally or in writing, not less than five (5) days before the expulsion becomes effective.

10. FEES

10.1 Membership fees shall be as determined annually by the executive committee.

10.2 Fees shall be set for the following categories of members:

1. Full Membership

11. FINANCE

11.1 The treasurer is to keep account of the club funds and is to maintain a bank account with chequing privileges. In the event that the funds may be more than required in the short term he/she may also open a higher interest account.

11.2 Cheques may be issued by the President, Vice President and the Treasurer as to the balance available and the correctness of the proposed transaction.

12. WEBSITE

12.1 A website shall be maintained and kept up to date throughout the year to keep members advised of forthcoming events, news, changes, etc.