

***Bylaws of the Wayne County Challenge Committee
Wayne County, Indiana***



***Originally Adopted September 14, 2004
Revised July 11, 2006
Revised August 1, 2007
Revised April 1, 2009
Revised January 19, 2010
Revised April 5, 2011
Revised March 12, 2013
Revised July 29, 2013***

***Wayne County Challenge Committee
2106 South B Street
Richmond, IN 47374
765-238-0125***

Article 1 -- Name

The name of this organization shall be the Wayne County Challenge Committee, also known as the Wayne County Challenge or the WCC Committee, and hereinafter referred to as the WCC.

Article 2 – Purpose and Objectives

The WCC is formed for the following purposes without regard to race, color, religion, age, gender or national origin:

- To promote and encourage long distance running as both a competitive sport and as a means of healthful exercise
- To conduct a series of distance running races in which points are earned for participation and competitive achievement
- To promote and conduct running events and activities
- To provide information on running for runners of all abilities
- To provide and present awards to successful runners
- To promote improved national physical fitness through amateur sports running competition

The WCC shall do everything it considers necessary and desirable to carry out these objectives in accordance with these Bylaws.

Article 3 -- Membership

Section 1 --- Types of Members

The membership of the WCC shall consist of three (3) types:

- (1) WCC Race Representative Memberships
- (2) At-Large Representative Memberships
- (3) Timing Committee Representative Membership

There is no minimum number required and no limit on the number of WCC Race Representative Memberships allowed on the WCC Committee. Race Representative Memberships in the WCC are decided annually by the WCC according to these Bylaws. There is only one (1) vote per WCC Race represented.

At-Large Representative Membership is limited to a total of three (3) on the WCC Committee. At-Large Representative Membership is decided annually by the WCC according to these Bylaws. There is no minimum number of At-Large Representative Memberships required.

The Timing Committee will have one (1) vote to represent all members of the Timing Committee. The members of the Timing Committee will choose the member to present its vote.

Section 2 --- Criteria for Membership in the WCC

Membership in the WCC for each year is decided by vote of the WCC at the regularly scheduled January meeting. Race Representatives or At-Large Representatives must apply for membership by November 30th of the year preceding inclusion in the WCC. The WCC will decide whether members and/or potential members meet the necessary criteria to be included in the WCC. The WCC decision regarding membership is final for that season.

- I. Each race included in the WCC series must meet the criteria listed below.
 - A. The race is located within Wayne County, Indiana.
 - B. Proceeds generated by the race are used to benefit Wayne County residents.
 - C. Active participation by the race representative(s) in the WCC activities.
 - 1) For current members, the Race Director or a race representative actively participates in the WCC activities, *or*
 - 2) For potential members, application for membership has been received by the WCC and all criteria for membership have been described.
 - D. Race date is not in conflict with other member WCC race dates.
 - E. The race is established. This may be demonstrated by submitting to the WCC records of previous year's race(s).
 - F. The Race Representative is willing to make some contribution of sponsorship or support to the WCC, either financially or through volunteered labor, or both.
 - G. The Race Representative agrees to abide by the Bylaws of the WCC, especially in fulfilling the responsibilities of WCC membership.
 - H. The race course is well marked and the length of the race is accurately represented.
 - I. The race contributes some characteristic beneficial to the reputation and/or marketing of the WCC. This may include, but is not limited to such characteristics as:
 - Location within the county
 - Time of year the race is conducted
 - Hills, trails, terrain, etc

Race distance
Race publicity, Race sponsors
Beneficiary of race proceeds
Any other unique characteristic of the race

J. The WCC reserves the right to limit the total number of races in the series.

K. Race directors must follow the WCC Guidelines established for all WCC races.

II. Persons considered for At-Large membership in the WCC must have a demonstrated interest in the promotion of distance running and the WCC.

Section 3 --- Membership History - Founding Races

The WCC Committee was founded in June, 2002, with the first Wayne County Challenge competition consisting of 9 races during the 2003 calendar year. The founding WCC consisted of seven race representatives and two runners.

The following races founded the WCC Committee.

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|------------------------------|--|
| • Girls, Inc. 5K | Girls, Incorporated |
| • Run for the Roses 5K | Richmond Parks and Recreation Department |
| • Sizzlin' Summer Classic 5K | Indiana University East |
| • Home Run Trot 5K | Richmond Parks and Recreation Department |
| • Hagerstown Jubilee 5K | Hagerstown Parks and Recreation |
| • Run for Recovery 5K | Hope House Addiction Recovery Center |
| • Levi Coffin 10K | Northeastern Schools Band Program |
| • Turkey Chase 7K | Easter Seals Wayne and Union County |
| • Frostbite 5K | Richmond Parks and Recreation Department |

Article 4 – WCC Committee Officers

Section 1 --- Chairperson

The Chairperson of the WCC is elected to serve for a one year renewable term.

The election of Chairperson for the upcoming year is held at the regularly scheduled November meeting, or at the first meeting held after November if no meeting is held in November. The Chairperson of the WCC:

- a. Shall call and preside at all meetings of the WCC.
- b. Shall have the responsibility to present a written agenda for all meetings.
- c. Shall carry into effect, or cause to be carried into effect, the views and orders of the WCC.
- d. Shall perform such specific duties as may be prescribed elsewhere in these Bylaws, or such as may be assigned by the WCC.
- e. Shall have authority, by and with the advice and consent of the WCC to appoint sub-committees other than those prescribed herein.
- f. Shall have the authority to manage and supervise the affairs of the WCC.
- g. Shall have the responsibility to oversee all financial transactions of the WCC.

Section 2 --- Treasurer

The WCC is a not-for-profit organization. Any money spent must be for WCC use only. Money appropriated for WCC use may be used only after approval of the majority of the members at their discretion. Any deviation from this must be approved by the membership.

The Treasurer of the WCC is elected to serve for a one year renewable term.

The election of Treasurer for the upcoming year is held at the regularly scheduled November meeting, or at the first meeting held after November if no meeting is held in November. The Treasurer of the WCC:

- a. Shall have the responsibility to manage, conduct and review all financial operations of the WCC.
- b. Shall be responsible and accountable for all financial operations of the WCC.

Section 3 --- Other Officers

Other officers may be nominated by the Chairperson and approved by the WCC. Such nominations and approvals may take place at any time as deemed necessary by the Chairperson or by a vote of the WCC. Term of service of such officers shall be determined at the time of approval.

Article 5 – Meetings of the WCC

Section 1 --- Time and Place of Meetings

The WCC meets regularly with some flexibility to accommodate members' schedules.

- Date and place for the next meeting is determined at the end of each meeting. Meetings are scheduled at approximate 2 month intervals.
- Meeting date, time and location are verified by an e-mail from the WCC Chairperson to all members a few days prior to the meeting.

Section 2 --- Voting Rights of Members

- All members of the WCC are eligible to vote. WCC members may send a representative to scheduled meetings. Any such representative will have all voting privileges of the member they are representing. *(A current WCC member may not represent an absent member.)*
- The Race Representative of each race has one vote. Any Race Representative of more than one WCC race will be eligible to vote one time for *each* race represented, with a maximum of 2 votes.
- A quorum is required for any vote.

Definition of Quorum:

A quorum of the WCC shall consist of a simple majority of members' votes to conduct all business.

Exceptions: For the purpose of changing the Bylaws of the WCC or for changing membership status, a quorum shall consist of 2/3 of members' votes.

- Voting will be by voice vote during meetings.
- Votes may be conducted between regularly scheduled meetings by email at the request of any two WCC members. Email vote requests shall be submitted by the Chairperson. All eligible voters will have 7 days to respond to the email with their vote.
- A majority of votes cast will decide all issues. Tie votes are not approved.

Section 3 --- Order of Business

The order of business in a WCC meeting will be as follows:

- (1) Call to order by the Chairperson or in his/her absence, by the Chairperson's representative.

- (2) Items on the written agenda. (*The agenda shall be distributed prior to the Call to Order of the meeting.*)
- (3) Items not on the written agenda may be raised for discussion, debate.
- (4) Adjournment

Article 6 – WCC Member Responsibilities

Section 1 --- All WCC Members Responsibilities

- All members are expected to contribute to two sub-committees (see [Article 7](#)),
- All members are expected to participate in WCC meetings
- All members are expected to follow-up on action items discussed during meetings
- All members are expected to protect the privacy of WCC runners by controlling the distribution of the WCC Race Participant email and mailing lists outside the WCC membership. ([See Article 6, Section 3 below.](#))

Section 2 --- Race Representative Member Responsibilities

Race Representative WCC members have the responsibility to:

- Comply with all requirements as described in the WCC Race Guidelines.
- Conduct a quality race with accurate results,
- Submit race results to the Results and Tabulation committee in a timely manner,
- Provide assistance as necessary for other WCC races,
- Provide information necessary to maintain the WCC Race Participant List
- Assist in updating of the WCC Race Participant List.

Section 3--- Privacy Responsibilities

The WCC will ensure the privacy of its mailing list by not releasing sensitive information.

The WCC delegates to the Chairperson the responsibility to uphold the privacy of WCC Race Participant List information. WCC members are to closely communicate with the Chairperson on privacy concerns and questions.

The WCC Race Participant List will *not* be shown, given, rented or sold to anyone or any organization unless so defined below (paragraphs A, B, C, D).

A. If the WCC is a member of an umbrella, or parent organization such as USATF, Road Runners Club of America, etc., the Chairperson may be authorized to release certain information if it is required to maintain and sustain the relationship of the WCC to the umbrella group. However that information must be limited to the extreme minimum.

B. Individuals' phone numbers, email addresses and birth dates are considered extremely sensitive and are not to be released, shown, given, rented or sold to any other organization, group or individual.

C. Participation lists compiled by each individual WCC affiliated race may be used by the director of that race for any purpose deemed necessary and proper.

D. Under controlled conditions, and under the Chairperson's authority, it shall be permitted to allow an authorized service provider the use of the WCC Race Participant List by use of blind email information to said list addressees for the purpose of promoting an outside event. In this manner, the outside event can benefit from the WCC Race

Participant List, but never see the content thereof. The Chairperson shall communicate any proposed use of this proviso to the WCC in advance.

Article 7 – Sub-Committees

Section 1. Appointment of Sub-Committee Members

All sub-committee members shall be appointed by the Chairperson with the advice and consent of the WCC. Sub-committees shall consist of, but are not limited to:

1. Marketing and Sponsorship committee
 - a. *The Marketing and Sponsorship committee shall act as the Budget Committee.*
 - b. *The Marketing and Sponsorship committee, with the approval of the WCC, shall have direction over fund-raising projects.*
 - c. *Funds raised shall be transmitted directly to the WCC Treasurer, who shall maintain such funds as required by law and these Bylaws. The WCC shall determine any fiscal agent working on its behalf.*
2. Awards and Celebration committee
3. Results and Tabulation committee
4. Membership and Organization committee

Article 8 – Dues

The dues of all WCC members shall be determined by the WCC each year.

Article 9 – Distribution of Bylaws

A copy of these Bylaws and any amendments thereto shall be made available to the public through the WCC website by the WCC within (30) days after enactment.

Article 10 – Amendments to Bylaws

Section 1. Proposed Amendments

Proposed amendments to these Bylaws shall be submitted in writing to the WCC membership for consideration. The WCC shall debate and vote on proposed amendments.

Section 2. Acceptance of Amendments

A majority vote, when the required quorum is present, shall be sufficient for adoption of any amendments. (See [Article 5, Section 2, Definition of Quorum.](#))

These revised Bylaws of the Wayne County Challenge Committee of Wayne County, Indiana, are hereby adopted on this 29th day of July, 2013.

Paula Head, *Chairperson*
Director, Heartbreak Hill 5K