

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



***Adopted September 14, 2004***

***Wayne County Challenge Committee  
Richmond Parks & Recreation Department Administrative Office  
Glen Miller Park  
Richmond, IN 47374  
765-983-7275***

## ***Article 1 -- Name***

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

## ***Article 2 -- Purpose***

The purpose of the Committee is to conduct the business of the Wayne County Challenge (WCC). The WCC is a series of distance running races within Wayne County, Indiana, in which points are earned for participation and competitive achievement. Each of these races benefits from their affiliation with the WCC through combined group marketing, advertising, cooperation and competition.

## ***Article 3 -- Objectives***

The main objective of the Committee is to maximize participation in all of the WCC races and thereby maximize fundraising for each race beneficiary. Objectives include but are not limited to the following:

- Promotion of positive encouragement for participation in all WCC running events.
- Providing the challenge of a variety of race distances and types of terrain.
- Offering participation, competition and encouragement for all ages.
- Marketing of the WCC race series through combined avenues.
- Developing, defining, maintaining and enforcing a scoring system designed to be unique, fair and organized. (See <http://www.waynet.org/recreation/wcc/#points>)
- Supporting fund raising to finance the Committee's activities.
- Aiding and supporting fund raising activities of race directors and volunteers.
- Providing incentives for running in the WCC races by honoring top runners at the conclusion of the season.

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

## ***Article 4 -- Membership***

### **Section 1 --- Types of Members**

The membership of the Committee shall consist of two (2) types:

- (1) WCC Race Director Memberships
- (2) Runner Representative Memberships

There is no minimum number required and no limit on the number of WCC Race Director Memberships allowed on the Committee. Race Director Memberships in the Committee are decided annually by the Committee according to these Bylaws.

Runner Representative Membership is limited to a total of two (2) on the Committee. Runner Representative Membership is decided annually by the Committee according to these Bylaws. There is no minimum number of Runner Representative Memberships required.

### **Section 2 --- Criteria for Membership in the WCC**

Membership in the WCC for each year is decided by vote of the Committee at the regularly scheduled January meeting. Race Directors or Runners must apply for membership prior to November 30<sup>th</sup> of the year preceding inclusion in the WCC. The Committee will decide whether members and/or potential members meet the necessary criteria to be included in the WCC. The Committee's decision regarding membership is final for that season.

- I. Races included in the WCC 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 in the WCC Committee's activities.
    - 1) For current members, the Race Director or a race representative actively participates in the WCC Committee activities, *or*
    - 2) For potential members, application for membership has been received by the Committee and all criteria for membership have been described.
  - D. Race dates are not in conflict with other member WCC race dates.
  - E. The race is established. This may be demonstrated by submitting to the Committee records of previous year's race(s).
  - F. The Race Director is willing to make some contribution of sponsorship or support to the WCC, either financially or through volunteered labor, or both.
  - G. The Race Director agrees to abide by the Bylaws of the Committee, especially in fulfilling the responsibilities of Committee 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 Committee reserves the right to limit the total number of races.
- II. Runners considered for membership in the Committee must have participated in at least three (3) WCC races in the previous year.

**Section 3 --- Membership History - Founding Races**

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

The following races founded the WCC Committee.

- |                              |  |
|------------------------------|--|
| • 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 Counties    |
| • Frostbite 5K               | Richmond Parks and Recreation Department |

***Article 5 – Committee Officer***

**Section 1 --- Chairperson**

The Chairperson of the Committee is elected by the Committee to serve for one year.

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 Committee:

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

**Section 2 --- Other Committee Officers**

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

## ***Article 6 – Meetings of the Committee***

### **Section 1 --- Time and Place of Meetings**

The Committee meets regularly with some flexibility to accommodate members' schedules. In general, the Committee meets approximately once per month.

- Meetings are held in the Richmond Parks and Recreation Department Administrative Building in Glen Miller Park, unless otherwise notified.
- Meeting date for the next meeting is determined at the end of each meeting.
- Meetings are usually held on the last Tuesday or the last Thursday of each month at 3:00 pm.
- Meeting date and time are verified by an e-mail from the Committee Chairperson to all members a few days prior to the meeting.

### **Section 2 --- Voting Rights of Members**

- All members of the Committee are eligible to vote. Committee members may send a representative to Committee meetings. Any such representative will have all voting privileges of the member they are representing. *(A current Committee member may not represent an absent member.)*
- The Director of each race has one vote. Any Race Director 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 Committee shall consist of a simple majority of members' votes to conduct all business.

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

- Voting will be by voice vote.
- A majority of votes cast will decide all issues.

### **Section 3 --- Order of Business**

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

- (1) Call to order by the Committee 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 7 – Committee Member Responsibilities**

### **Section 1 --- All Committee Member Responsibilities**

- All members are expected to contribute to two sub-committees (see [Article 8](#)),
- All members are expected to participate in WCC Committee monthly meetings,
- All members are expected to follow-up on action items discussed during monthly meetings.

### **Section 2 --- Race Director Member Responsibilities**

Race Director Committee members have the responsibility to:

- Comply with Committee Entry Form requirements,
- 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,
- Assist in updating of the WCC mailing list.

## **Article 8 – Sub-Committees**

### **Section 1. Appointment of Sub-Committee Members**

All sub-committee members shall be appointed by the Committee Chairperson with the advice and consent of the Committee. 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 Committee, shall have direction over fund-raising projects.*
  - c. *Funds raised shall be transmitted directly to the Committee Chairperson, who shall maintain such funds as required by law and these Bylaws. The Committee 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 9 – Dues**

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

## **Article 10 – 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 Committee within (30) days after enactment.