

## MONTGOMERY BICYCLE CLUB

### ***Strategic Plan Overview***

*Mission/Vision:* To promote recreational and competitive cycling in the River Region of Montgomery. We seek to increase bicycle safety and awareness by advocating bicycle-friendly transportation policies in the area.

*Benefits of Membership:* When you join MBC, you're not just joining a cycling club, but you're joining a local community of people who love to ride bicycles. We continually attempt to make every experience with us a rewarding and memorable one. We offer multiple group rides throughout the year, including cue sheets. Also, if you participate in a MBC-sponsored ride and have an accident, supplemental insurance is available to assist with related medical costs.

### *Pillars and Strategic Objectives:*

- I. Group Rides – To offer a variety of organized opportunities for riding bicycles in the region, with options for different experience-levels and time-availability. We also make every effort to account for all riders along the way.
- II. Expanded Rides – To offer at least one expanded ride event in our region to include cycling-enthusiasts beyond our region while helping to promote the unique history and legacies of our area. These events will include staffed rest stops and be designed to also raise funds for other projects aligning with our mission.
- III. Community Outreach – To reach out to our community for promotion of bicycle safety awareness; this includes participation in the national “May Is Bike Month” events and local safety classes.
- IV. Advocacy & Legislation – To partner with local initiatives, such as the Montgomery Metropolitan Planning Organization, for the expansion of cycling opportunities in our area.
- V. Social Connections – To offer periodic opportunities for our members to connect outside of official biking events.

## “About Us”:

This part of our website should contain general information about the purpose/mission/vision of our Club, the Club’s officers and committees, and governance information with our by-laws and policies. Below are some suggested policies:

- Membership Policy – Membership dues are set annually by the MBC Board, effective January 1<sup>st</sup> of each year. Dues are not refundable.
- Rides and Special Events Policy – Each event leader is responsible for setting cancellation policies, including cutoff times for any refunds. Guidelines and policies for the event in special circumstances, such as a pandemic, will be determined by the event leader after consultation with the MBC Board.
- Merchandise Policy – Full refunds or exchanges will be given for products purchased through the MBC store, within 14 days of purchase. MBC reserves the right to refuse a return if products are returned in unsatisfactory condition.
- Social Media Policy – The Club may maintain various forums, blogs and FaceBook pages to share club-related information. Any messages posted on these sites or applications express only the views of the author and do not necessarily reflect the views of the MBC Board or any other member. The Club accepts no liability for any material submitted by members or users of these sites or applications; MBC does not necessarily monitor all content, but reserves the right to remove content when deemed necessary. When posting contributions to any of these sites, contributions must follow simple rules of etiquette; comments must not:
  - Be defamatory (damages the reputation of a person organization)
  - Be political in nature
  - Be threatening, abusive, harassing or invasive of a person’s privacy
  - Be sexist, racist, profane, blasphemous, homophobic, or otherwise discriminatory and/or offensive
  - Promote violence or advocate any unlawful act
  - Describe violent intentions towards other people or organizations
  - Be pornographic or sexually explicit or obscene
  - Be used to impersonate any person or to misrepresent your identity
  - Infringe any copyright, database right, trademark or confidentiality or privacy rights of any person or organization
  - Provide a link to a website that contains or directly links to material that contravenes any of these standards
  - Otherwise violate any law
- Club Expenses Policy
  - General Statement – MBC strives to pay all expenses related to Club events on a timely basis, upon receipt of supporting documentation. Expense payment requests should be submitted through the form provided on the Club’s website. All expenses require approval by at least one officer independent of incurring the expense.

- Travel Expenses – Volunteers at Club events may include personal expenses for travel to support the event. Reimbursements will be handled in the following tiers:
  - Minimal – standard reimbursement of \$10 per day (assumes 10 – 30 miles of estimated travel).
  - Active – standard reimbursement of \$20 per day (assumes more than 30 miles)
  - Extensive – specific reimbursement using the IRS-approved rate.
- Event Expenses – The MBC Board strives to set expense guidelines or budget for each sponsored-event; event leaders are expected to operate the event within these guidelines. Volunteers often purchase supplies for events, and the leader is expected to provide guidance to them for what is acceptable. Reimbursements will be processed upon receipt of supporting documents. Any expenses outside of approved budgets (a) require secondary approval by an officer in addition to the event leader, up to \$300, or (b) require review and approval by the MBC Board for expenses above this amount.

➤ Policy Against Harassment

- General Statement -- MBC does not tolerate harassment of any kind, including harassment on the basis of age, sex, race, color, national origin, sexual orientation, disability or religion.
- Sexual Harassment – This includes unwelcome sexual advances, unwelcome requests to engage in sexual conduct, and unwelcome verbal or physical conduct of a sexual nature. Such conduct has the purpose or effect of creating an intimidating, hostile or offensive environment. It may include intentional physical conduct, such as touching, pinching, or patting. It also includes sexually-oriented gestures, noises, remarks, jokes, or comments about a person’s sexuality or appearance. Displaying pictures, posters, or other materials that are sexually suggestive, demeaning or pornographic is unacceptable.
  - MBC Response to Harassment – Anyone in charge of or in a leadership role during any MBC event is expected to provide a welcoming and safe environment for all participants. The leader is expected to intervene if any harassment is witnessed and make clear that harassments is not tolerated.
  - MBC Complaint Procedures – Anyone who feels that he or she has been harassed may raise the issue with the event leader or with any member of the MBC Board. If the issue is raised with the event leader who is not also a member of the Board, the event leader is expected to forward the information to the MBC President.  
The MBC President, or specific designee, shall promptly investigate the complaint by talking to the complainant and the MBC member alleged to have engaged in harassment, along with any available witnesses, to help determine whether harassment occurred. The investigator should also ask the complainant what responsive action the complainant desires. If the investigator determines that harassment did not occur because it did not rise to the level of sexual harassment as defined above, the parties should be advised of this outcome of the investigation. If the investigator determines that harassment did occur, both

parties shall also be so advised. The MBC Board should then convene a special meeting to determine next steps based on the circumstances. These steps may include the denial or termination of Club membership to anyone who engages in harassment during Club events.

