

Central Ohio Triathlon Team

Constitution

Article I

Club Purpose

The Central Ohio Triathlon Team is a non-profit organized club dedicated to the education of triathlon, general physical fitness, and representation of the sport of triathlon within the community. We provide a fun place where triathletes, runners, cyclists, and swimmers can come to learn from and train with others that share their love and dedication for these sports.

Article II

Club Name

The official name of the club shall be; **Central Ohio Triathlon Team**, or **COTT**

Article III

Club Membership

Membership shall be open to any individual who shares in the common purpose of COTT. Membership shall be granted without discrimination upon the basis of race, creed, color, religion, age, sex, national origin, and physical or mental handicap. Cost of membership shall be \$25.00 per individual per year, \$40.00 per co-habiting couple per year.

Article IV

Club Officers

Four elected officers and **three** elected board members shall comprise the Central Ohio Triathlon Team **Executive Committee**. Terms of office are from Jan. 1 until Dec. 31 of the calendar year. These positions are elected, **volunteer** positions and there shall not be any compensation for the office holders.

The offices are:

President – Presides over meetings, can appoint to fill board vacancies, and appoints other club directors. President must be active COTT member for at least two consecutive years, Term is not more than 2 years consecutively.

Vice President – Acts as president in the presidents absents. Responsible for all club duties not covered by other club officers. Responsible for guest speakers at club meetings.

Secretary – Responsible for keeping accurate minutes at executive committee and club meetings, publish a monthly newsletter.

Treasurer – Collect club dues, pay club debts, and accounts for club finances with a monthly report. See to it that club funds are used in all club members' best interest.

Board Members – Participate in officers meetings and vote on club policies. Board members must be active COTT members for at least three consecutive years, no limit on terms.

Club Directors – Director/Coordinator positions are **appointed** by the president and are established to manage club programs.

Existing Directors positions are:

Membership Director – Responsible for recruiting new members, keeping an up to date club roster, and providing a mailing list and email list for distribution of the newsletter. Club roster and mailing list, including email addresses, are confidential. The addresses are to be used for distribution of internal information and may also be used by COTT sponsors, following the sponsorship guidelines as defined by the COTT Executive Committee. Any sponsor use of the email list and/or address list must allow individual COTT members to opt out of receiving any future communication from that sponsor.

Welcome new members to the club and introduce them to other members.

Training Director – Establish and maintain training programs in all areas for member activities. Work with other Training Coordinators and volunteers to coordinate training activities and schedules.

Newsletter Editor – Work with the Secretary to produce a monthly newsletter. The newsletter shall be distributed no later than the first of each month. Distribution shall be by email and regular mail for those without email service.

Social Director – Plan social meetings and parties throughout the year.

Uniform Director – Design and produce club uniforms and other club clothing.

Sponsorship Director – Recruit outside support in terms of products or capital for club activities. Proceeds from club sponsors are to benefit all members as a group and are to be available to all members on an equal basis.

Website Director – Establish and maintain club website and email group.

MERCERS Director – Responsible for all activities required for club participation in USAT Mid-East Region Club Race Series.

Other Director positions shall be appointed as needed.

Article V

Executive Committee

Executive Committee meetings shall be held in February, April, June, August, October and December. Dates and times of Executive Committee meetings and agenda items are to be published in the club's newsletter and on the club website.

Special meetings may be called by the President, or by twenty percent of the current club members who petition the Executive Committee in writing.

All Executive Committee meetings are open to the membership.

The Executive Committee can appoint committees as needed for club activities.

All club activities must be approved by the Executive Committee.

No club funds shall be spent without the approval of the Executive Committee.

There must be four Executive Committee members present to have a quorum.

Article VI

Club Meetings

Club Meetings shall be held as needed. Times, dates, and locations shall be published in the newsletter and on the club website at least 7 days prior to the meeting.

Article VII

Club Elections

The President shall establish an Election committee which shall consist of one executive committee member and 1 other club member. The Election committee shall ask for nominations through the month of November. The Election committee shall present a slate of nominees at the December meeting to be voted upon by the general membership. Voting shall be done by email or regular mail, no phone voting, to the Election

Committee. Voting shall close at the end of day on the second Sunday of December. Election results shall be published on the website and monthly newsletter and on the club website.

Article VIII

Club Sponsors and Club Sponsorship

The executive committee will approve a sponsorship program that will be offered to prospective sponsors by the Sponsorship Director. The program will offer both exclusive and non-exclusive sponsorships and will define any additional sponsorship features. Organizations willing to become COTT sponsors and willing to accept the standard sponsorship agreement as approved by the executive committee will not require additional executive committee approval. Sponsorship agreements that vary from the standard agreement must be approved by the executive committee.

Article IX

Amendments to the Constitution

Proposed amendments shall be recommended by the Executive Committee, and shall be posted in the club newsletter fifteen days before the next club meeting. Amendments shall be voted on by the club membership at regularly scheduled club meetings.

Article X

Miscellaneous

This Constitution shall comply with applicable state and federal regulations.