

# **MOBRA Articles of Incorporation**

## **Article 1**

The name of the corporation is Missouri Bicycling Racing Association (“Corporation”).

## **Article 2**

This corporation is a Public Benefit Corporation.

## **Article 3**

The period of duration of the corporation is perpetual.

## **Article 4**

The name and street address of the Registered Agent and Registered Office in Missouri is:

Michael Weiss

6681 Delmar Blvd.St. Louis, MO 63130

## **Article 5**

The names and addresses of each incorporator:

Michael Weiss	Mark Rosen	David Ploch
6681 Delmar Blvd.	7628 Walinca Terrace	719 Ridgewoods Manor Dr.
St. Louis, MO 63130	St. Louis, MO 63105	Glencoe, MO 63038

## **Article 6**

The corporation shall have voting members as provided for in the Bylaws.

## **Article 7**

Upon the dissolution of the corporation, the board of directors shall, after paying provisions for the payment of all of the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the board of directors shall determine.

Any such assets not so disposed of shall be disposed of by the circuit court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization(s), as said court shall determine, which are organized and operated exclusively for such purposes.

The corporation is formed for the following purposes:

## **Article 8**

8.1 To conduct, coordinate, promote and seek the advancement of amateur bicycle racing in Missouri.

8.2 To create programs to assist riders in the development of their competitive skills and to ensure safe competition.

8.3 Be organized to provide fair representation, directly or by affiliation, for all individuals and organizations that participate in the sport.

8.4 Coordinate an organized and balanced race calendar with minimal

overlap of events.

8.5 To foster effective communication between racers, clubs, race promoters, USA Cycling and the public.

8.6 And all other legal powers permitted a Nonprofit Corporation. The corporation is organized exclusively for charitable, educational, religious or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

### **Article 9**

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, directors, officers or other private persons except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered.

### **Article 10**

No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene (including the publishing or distribution of statements) in any political campaign on behalf of any candidate for public office.

### **Article 11**

Notwithstanding any other provisions of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

**Article 12**

The effective date of this document is the date it is filed by the Secretary of State of Missouri.

# **MOBRA Bylaws**

## **Article 1 – Name**

1.1 The name of the corporation shall be Missouri Bicycle Racing Association (MOBRA). It shall be a nonprofit organization incorporated under the laws of the State of Missouri.

## **Article 2 – Purpose**

The corporation is formed for the following purposes:

2.1. To conduct, coordinate, promote and seek the advancement of amateur bicycle racing in Missouri.

2.2. To create programs to assist riders in the development of their competitive skills and to ensure safe competition.

2.3. Be organized to provide fair representation, directly or by affiliation, for all individuals and organizations that participate in the sport.

2.4. Coordinate an organized and balanced race calendar with minimal overlap of events.

2.5. To foster effective communication between racers, clubs, race promoters, USA Cycling, Inc. (USAC) and the public.

2.6. And all other legal powers permitted a Nonprofit Corporation. The corporation is organized exclusively for charitable, educational, religious or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

### **Article 3 – Membership**

3.1. MOBRA membership is open to Missouri clubs sanctioned by USAC who agree to host at least one event in every calendar year. Clubs agree to appoint a delegate as their representative to MOBRA;

3.1.1 MOBRA members are currently licensed by USAC

3.2 A club is in good standing with MOBRA if they agree to appoint a delegate as their representative to MOBRA and be in attendance at the monthly meeting. All clubs and members must have an active current year license.

3.3 If the team/club delegate lives outside of the St. Louis area at at least 45 minutes or further away they may take part in the meeting teleconference.

3.4 Delegates or members of the team's delegate are eligible to assist board members in their duties and can chair committees. These delegate representatives would only be members and would not have their own vote outside of their team's delegate vote.

3.5 USAC Individual licensed riders unaffiliated with a Club/Team are considered to be in their own "unaffiliated club" and 1 member from the "unaffiliated club" will get 1 vote.

### **Article 4 – Meetings**

4.1 Monthly meetings are held every 2<sup>nd</sup> Monday of each month unless otherwise noted by the board.

4.1.1 This will be remain flexible to accommodate the majority of the board members to ensure a quorum.

4.2 Board meetings may be held on the Monday TWO WEEKS pripr to member meetings. This provides the two week notice (See Article 8.3) needed to promote to MOBRA membership. Any issue or issues up for a vote, along with the meeting agenda, will be posted on the mobra.org

website.

4.3 Notice of all member meetings as well as other special meetings shall be posted on the mobra.org website at least two weeks prior to the meeting.

## **Article 5 – Major Objectives**

As the Local Association representing Missouri to USAC, MOBRA shall strive to:

5.1. Coordinate and establish a balanced race calendar with minimal overlap of events;

5.2. Develop and maintain a logical sequence of Missouri State Championship races;

5.3. Create a point series to recognize the Best All Round (BAR) rider from one or more cycling disciplines with events sanctioned or served by MOBRA; (see article 10)

5.4. Encourage promoters to provide races that meet the category-specific USA Cycling time or distance requirements for rider upgrade;

5.5 Provide for effective communications between racers, clubs and promoters by encouraging a spirit of cooperation and volunteerism;

5.6. Serve as a unified body that will represent amateur Missouri bicycle racers in discussions, regarding their needs and desires, with their governing bodies; (see Article 4, 4.3)

5.7. Provide support to USAC-licensed clubs and riders in Missouri aligned in a manner with the Local Association agreement signed with USAC.

5.7.1 Rider upgrades,

5.7.2 USAC race permits,

5.7.3 Assignment of officials and

5.7.4 Correspondence of information back to USAC.

5.8 Recruit and support a cadre of USAC officials for Missouri races.

## **Article 6 – Event Scheduling**

6.1 Existing events have priority

6.1.1 Dates for new event dates will be awarded on a first-come-first-served basis for new events. In the event that a conflict arises that cannot be resolved by the promoters the Board will vote to resolve the conflict, taking into consideration issues such as availability of course, precedence, distance between the two events and other open weekends.

6.2 An effort will be made to avoid having two MOBRA- endorsed events on the same day.

6.3 The race flyer/announcement must be submitted along with the other documentation to the MOBRA Board member in charge of Permitting for approval and transmittal to USAC and should not be disseminated until the race is sanctioned and the race permit issued.

6.4 All race dates will be ratified at the MOBRA meeting in November.

6.5 All State Championship dates will be ratified at the MOBRA meeting in December.

6.5.1 All State Championship Applications are due to MOBRA by end of November.

6.5.2 Championship will be awarded to promoter by the following:

6.5.2.1 Precedent of race



6.5.2.2 Course

6.5.2.3 Promoting experience

**Article 7 – Officers and elections**

7.1. MOBRA board members will be elected by majority vote of the membership at the annual meeting. (See Article 4, 4.1)

7.1.1 The Board will consist of 9 members from MOBRA membership (See Article 3 on Membership)

7.1.2 Board member will consist of all cycling disciplines with a valid USAC license.

7.2 MOBRA Board members will be elected from the body of MOBRA members. (See Articles 3 and 8)

7.2.1 Positions within the Board will be selected by the Board once board is elected.

7.2.1.1 Board will then select the Chairman, Secretary, Treasure and following positions listed in Article 7.3

7.2.2 Board members are elected for 2 year terms at the MOBRA meeting in November and positions will be staggered determined by Board.

7.2.3 A term is defined as January 1 to December 31.

7.3 The duties of the MOBRA Board members may include the following:

7.3.1 Chairman – facilitates the board meetings and member meetings on a monthly basis

7.3.1.1 works with secretary on developing agendas

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7.3.1.2 responsible for setting up phone for teleconference and coordinating with members from around the state and surrounding states.

7.3.2 Treasure is responsible for managing the funds of MOBRA collected from events, sponsors and USAC.

7.3.2.1 Responsible for paying MOBRA bills incurred and purchasing any prizes given out for State Championship and BAR.

7.3.2.2 must keep a detailed transaction report and provide it to MOBRA members (See Article 3) upon request quarterly at the following MOBRA meetings held in March, June, September and December.

7.3.2.3 responsible for preparing the budget in communication with the membership (See Article 3) and present an itemized projected budget for the next calendar year at the meeting in November.

7.3.2.4 No board member shall receive any compensation for acting as a board member of MOBRA,

7.3.2.5 Board members may submit receipts for reimbursement of reasonable out-of-pocket expenses actually incurred by board members in furtherance of bona fide MOBRA activities or the Board may authorize and direct the Treasurer to make reimbursement for any such expenses so incurred on a case by case basis from time to time. An example would be from the LA Summit expenses.

7.3.2.6 The treasure will be the accountant or appointed individual of the main incorporator, which at this time is Mike Wiess. (See Article 4 of the MOBRA Articles if Incorporation.)

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7.3.3 Coordinator of BAR - Will oversee and implement the BAR points system, keeping track of results from promoters and maintaining a history of past BAR winners. (See Article 10)

7.3.3.1 Will also oversee the approval of BAR applications submitted by the deadline (Article 6.3)

7.3.3.2 Once BAR criteria is met, will then submit said events to Coordinator of Permits and Scheduling for permitting. (See Article 7.3.8)

7.3.3.3 Once events submitted have been approved by meeting all BAR criteria (See Article 10) and approved by a vote by the Board and then permitted.

7.3.3.4 Then will submit BAR events for a postcard to be printed to be mailed out to members. (See Article 3)

7.3.4 Coordinator of Officiating - Assignment and coordination of chief officials and official's clinics.

7.3.5 Coordinator of Development - Coordinate junior development program and clinics, rider development clinics, and coaching clinics

7.3.5.1 will provide programs at montly MOBRA meetings relevant to the memberships' needs.

7.3.6 Coordinator of Publicity – will maintain website, facebook page and twitter accounts with results, pictures and articles relevant to the ridership of MOBRA.

7.3.6.1 Other Contributors to these sources may be but are not limited to the following:

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### 7.3.6.1.1 Coordinator of BAR

### 7.3.6.1.2 USAC Official representing USAC business

### 7.3.6.1.3 Coordinator of Development

### 7.3.6.1.4 Coordinator of Permits and Scheduling (See Article 6.4)

## 7.3.7 Coordinator of Permits and Scheduling – will accept applications by the scheduling deadline (See Article 6)

7.3.7.1 Once everything is received by scheduling deadline (See Article 6) approved and permitted they will submit the calendar to the Board for review and approval. The Board approves by a vote at the November monthly MOBRA meeting. (See Article 4)

7.3.7.2 Submits calendar to the mobra.org website.

## 7.3.8 Coordinator of USAC Upgrades

7.3.8.1 Approve or deny upgrade requests from the ridership based on their accumulation of points in an objective manner.

## 7.3.9 Secretary - Will record and maintain a book of minutes of MOBRA meetings, recording attendees, motions and votes taken at meetings.

7.3.9.1 Will prepare meeting agendas in coordination and communication with the MOBRA Board. Responsible for the safekeeping and storing of MOBRA documents.

7.3.9.2 Will maintain and update Articles of Incorporation, By-Laws and LA Agreement with USAC.

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7.3.9.3 Has a copy of By-Laws at every member meeting and board meeting for reference.

7.4 MOBRA Board members can be removed from office before the annual election in November (See Article 4) by a 2/3 vote of the MOBRA membership. (See Article 3 and Article 8)

7.5 Special Elections for board positions

7.5.1 In the event that a board seat is vacated prior to the expiration of the vacating board member's term, the Board will hold a Special Election at the first monthly board meeting held subsequent to the board member's vacation of their seat. Notwithstanding the foregoing, the board shall not hold a Special Election prior to the 21<sup>st</sup> calendar day after the vacating board member vacates their seat.

7.5.2 Board Members elected under Subsection 7.5.1 will only serve the remaining term of the vacated board seat.

## Article 8 – Voting

8.1. Only the appointed delegate of a MOBRA member club in good standing may vote in the annual election. (See article 3)

8.1.1 Unaffiliated riders will choose a Rep present at the meeting and the “affiliated club” will have 1 vote

8.2 Each MOBRA board member regardless of team affiliation has a vote.

8.2.1 A board member who is also acting as a team delegate will only be granted one vote.

8.3 Voting will take place at an official MOBRA member meeting. Pass or fail votes are determined by a simple majority vote of the membership.

8.4 Issues to be voted on will be announced at least two weeks prior to the

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member meeting to allow the membership ample time to consider and discuss the issue and to make plans to attend the vote.

8.4.1 A simple majority of board members must be present to constitute a quorum.

8.5 Elections and program related votes will be voted upon by the entire voting membership.

8.5.1 Finance and applications submitted to board will be voted on by the board members only.

8.6 The Board might at times have to vote on budgetary items or other such items, however, these votes must be unanimous among the Board members.

8.6.1 In the event these decisions can not receive unanimous consent among the board the issue or item must be tabled until the next member meeting for the members to vote on.

8.6.2 A pass fail vote is by simple majority of voting members present. (See Article 8.3)

8.6.3 At a board meeting two weeks prior to member meeting a vote can be made with a unanimous passing vote with at least 7 out of 9 board members

8.7 Nominations for MOBRA Board members may be sent to the MOBRA Chairman in October.

8.7.1 – The nominations are to be posted two weeks prior to the elections vote at the November meeting on the website along with other incumbent board members up for re-election

8.8 Member clubs may elect to send any club member to cast a vote when their club delegate is unable to attend a vote.

## **Article 9 – Event Endorsement**

In order for an event to receive MOBRA endorsement, the event promoter must:

- 9.1. Agree to run events in accordance with USAC rules and regulations;
- 9.2. Agree to follow current USAC categories;
- 9.3. In order to facilitate racer upgrade, MOBRA promoters will hold races that meet the minimum event distance/time requirements for racer upgrade. Exceptions will be taken on a case-by-case basis.

## **Article 10 – Best All Round Rider Series (BAR)**

### **10.1. Intent and Interpretation:**

10.1.1. MOBAR Competition – Missouri Best All Around Rider Competition. The MOBRA BAR competition will provide individual rankings for one or more cycling disciplines. Current rider standings will be maintained and made available on the MoBRA.org website. BAR series point classifications will be set by the elected MoBRA Board of Directors in such a way that encourages participation in BAR endorsed events.

10.1.2. Any dispute on rule application or interpretation shall be brought to the attention of the MoBRA BAR coordinator, in writing. Disputes shall be resolved through a majority vote of the entire MoBRA board.

### **10.2. Definitions**

10.2.1. MoBRA – Missouri Bicycle Racing Association

10.2.2. MOBAR Coordinator. Person appointed by the MoBRA Board of Directors to update the standings and administer the MOBAR Competition.

10.2.3. Classification – MOBAR competition group in which standings are organized. See Article 10.1. Classifications

10.2.4. Event – A registered race officially defined by the USAC approved race flyer

10.2.5. Race – A subgroup within an Event as defined by the USAC approved race flyer.

10.2.6. Field – A potential subset of a Race. A group of participants within a Race that compete for a separate set of awards, prizes and/or placing which apply exclusively to that particular group. Example: A master's Race may combine the 40+ and 50+ Fields.

10.2.7. Category – An individual rider's USAC racing Category.

10.2.8. Promotion – The term used by the Race Manager software. Interchangeable herein with Event.

### 10.3. Criteria for a BAR event:

10.3.1. Only race directors, promoters, and/or clubs who are in good standing with MOBAR and USAC are eligible to be considered for BAR endorsed races for the following year.

10.3.2. Race Directors/Promoters must make their request to be included in the BAR competition to the MoBRA Calendar Coordinator when applying for a calendar date at the annual scheduling meeting (typically October or November of the previous calendar year). The list of MOBAR races for the year will be announced at the January MoBRA meeting.

10.3.3. Event categories and fields must match those established in the BAR competition to be considered for inclusion.

10. 3.3.1. Local events that are part of a national race calendar, for example, may be granted exemption to the BAR criteria listed here, at the discretion of the MOBRA board

10. 3.3.2. Master's field ages must match those established in the BAR competition. Currently 40+ and 50+.



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10.3.3.3. Overlapping of BAR Classifications will not be permitted for BAR road races. This is to eliminate the confusion of which race counts towards the BAR competition.

10.3.4. Use of MoBRA Race Manager software is required.

10.3.4.1. Promotions within Race Manager must be set up to separate combined fields when applicable (example: 40/50+ masters).

10.3.4.2. Results will be submitted to MoBRA BAR coordinator using the export feature and a format as stipulated.

10.3.5. All BAR races must include/provide:

10.3.5.1. Podium presentation for winners. Photographs of the podiums sent to MoBRA for posting to MoBRA.org

10.3.5.2. Call-ups to recognize the current leaders in the BAR competition.

10.3.5.3. An amplified public address system with an announcer that, at a minimum, is utilized for call-ups and the podium presentations.

10.3.6. MoBRA Board of Directors will evaluate all events on a case-by-case basis and may elect (by a majority vote) to waive one or more of the criteria above during the event approval process.

10.4. BAR competition rules and organization:

10.4.1. Classifications:

10.4.1.1. Men's Pro, Category I, Category II

10.4.1.2. Women's Pro, Category I, Category II

10.4.1.3. Men's Category III

10.4.1.4. Women's Category III, IV

10.4.1.5. Master's 40+

10.4.1.6. Master's 50+

10.4.2. Points will be awarded to the top 10 riders in each BAR field/classification at each BAR endorsed event.

10.4.2.1. Point sequence for the top ten riders at BAR events:  
15,12,10,8,6,5,4,3,2,1

10.4.2.2. Point sequence for the top ten riders at Missouri State Road Championship BAR events: 30,24,20,16,12,10,8,6,4,2

10.4.3. Examples of Rule Applications:

10.4.3.1. Case 1: When riders are not eligible to compete against riders in their BAR classification:

10.4.3.1.1. No members of the classification are awarded BAR points at that event. Specific examples:

10.4.3.1.2. An event with a Men's P1 field and a Men's 2/3 field. Since the Cat 2 riders are not eligible to race against the competitors in their BAR classification (P1 & 2), no points are awarded towards the P1 & 2 classification in either race; however, Cat 3 riders will be scored for the Cat 3 classification from their outright placing in the 2/3 field.

10.4.3.2. Case 2: Time trials:

10.4.3.2.1. Riders are not allowed to score multiple points in a single Time Trial event using the same trial. Example:

10.4.3.2.2. A single attempt: a rider must designate his classification intentions prior to that start. A single time trial result will not be applied to multiple bar classifications.

10.4.3.2.3. Multiple attempts: A rider can score points towards multiple BAR classifications by racing more than once. That rider must designate which start time will apply to which classification at registration prior to his/her first start time.

10.4.3.3. Master's 40+ and 50+

10.4.3.3.1. Master's categories will always be scored separately for BAR points in events where Master's fields are mixed/combined.

10.4.3.3.1.1. Example: The highest placed 50+ rider will always score 1st place BAR points regardless of their overall placing in the specific event.

10.4.3.3.1.2. Master's riders can only score points towards the Master's BAR classification in Master's races.

10.4.3.3.1.3. Master's racers are also eligible for the BAR classification that corresponds to their rider category, however those points are scored separately and independently of the Master's points. Example:

10.4.3.3.1.4. A Master's racer places top 10 in the Master's event and also a top 10 in the P, I, II event. Those results are tracked separately and only count towards their appropriate BAR classification.

10.4.3.4 MOBRA BAR Coordinator will have the final say in BAR scoring/rules interpretation.

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10.4.4. Mid-season upgrades and points scored above a rider's license classification:

10.4.4.1. Riders are eligible to score points in a BAR classification that is higher than their licensed rider category. Specific example:

10.4.4.1.1. A men's cat III rider can score points in the P, I, II BAR classification in events where they are

combined (i.e. P,I,II,III events). This encourages strong riders to upgrade once they are eligible.

10.4.4.1.2. The rider is not eligible to win the higher classification unless they upgrade their USAC category to within the classification before the last BAR endorsed event of the year. (Because of the limited events where this instance occurs leading in the standings prior to upgrading is highly unlikely)

10.4.4.2. Riders who upgrade out of a classification before the end of the year will no longer accrue points towards that BAR c classification however they are still eligible to win the lower BAR classification. Specific example:

10.4.3.3.2. A women's cat III rider is winning the Womens III,IV BAR competition but upgrades to cat II mid-way through the season. That rider will no longer score points towards the cat III,IV classification once they upgrade, but they are still eligible to win the Cat III,IV classification at the end of the year if not overtaken in the standings by the next placed rider.

10.4.5. All Missouri licensed riders, as well as riders from out of state, within a BAR category will be eligible for BAR points.

10.4.5.1. One-day license holders are NOT eligible to score BAR points.

10.4.6. Unattached racers are eligible for BAR points.

10.4.7. Standing updates, corrections, final results:

10.4.7.1. MOBRA BAR Coordinator will make a concerted effort to update standings within 7 days after results for an individual event are posted to USA Cycling.

10.4.7.2. Corrections in the standings can be submitted to the MoBRA BAR coordinator.

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10.4.7.3. Corrections to individual race results must be requested through the Race Director and approved by the Chief Judge or Referee for that event.

10.4.7.4. Preliminary year-end BAR results will be posted within 14 days of the final BAR endorsed event. There will be a 5-day protest period before standings become final for the year.

### 10.4.8. Awards:

10.4.8.1. BAR Champions are entitled to one free race entry at all BAR participating events in the season immediately following their victory.

10.4.8.1.1. Their free entry can be used in any category.

10.4.8.1.2. BAR champions electing to do multiple races at a single event must still pay the event's entry fee for the second race.

10.4.8.1.3. The second race fee for the BAR champion will be the same as the second entry fee for any rider (typically reduced).

### 10.4.9 Important Dates:

10.4.9.1 All race dates will be ratified at the MOBRA meeting in November.

10.4.9.2 All State Championship dates will be ratified at the MOBRA meeting in December.

10.4.9.3 All State Championship Applications are due to MOBRA by end of November.

## **Article 11 – Communication**

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11.1 MOBRA will utilize the mobra.org website, facebook and twitter for communicating with the cycling public. The mobra.org website will contain:

11.1.1 A current race calendar;

11.1.2 Official race flyers for MOBRA events;

11.1.3 BAR race results;

11.1.4 BAR standings;

11.1.5 A list of member clubs, including web links if available;

11.1.6 BAR rules;

11.1.7 A list of MOBRA Officers and Board members, including contact information;

11.8. Web links to MOBRA corporate sponsors;

11.9. Announcements regarding meetings, votes, budgets, agenda etc. will be posted to the mobra.org website at least two weeks prior to a meeting.

## **Article 12 – Costs and Funding**

12.1. MOBRA will receive a portion of annual license fees from USAC for each Missouri licensed rider. These funds will be used by MOBRA to fund its operating costs, expand its function, and provide to its members the services described in the Local Association agreement.

12.2. Promoters will submit a per rider per day fee which will be established annually by the Board. Currently the MOBRA fee is \$0.75. These fees are submitted to the Chief Referee at the conclusion of an event.

12.3. MOBRA will maintain nonprofit status as a 501(c)(3) corporation for most favorable tax treatment available and to comply with the Local

Association Agreement with USAC.

12.4. MOBRA will disclose its balance sheet and revenue and expense statements to the members at the November member meeting. As well as quarterly statements at the March, June, September and December meetings.

12.5. MOBRA primary use of funds, in general, will be used to cover administrative expenses, operation of a website, tabulation of series results, cost of jerseys for State Championship and BAR awards.

12.6. MOBRA may pursue corporate funding to further expand its operation and function.

### **Article 13 – Grants**

13.1 If the board feels the budget allows for grant to be awarded, the procedure shall be as follows:

13.2 The value and number of grants shall be announced at a public meeting, and a timeline of the application process shall start.

13.2 All grant applicants must be submitted by the scheduled MOBRA member meeting and a representative must be present at said meeting.

13.2.1 The grant will be received and reviewed in two weeks at the Board meeting.

13.2.2 The Board will vote on it and if Unanimous vote is not cast then it will go before the members at the next member meeting held two weeks later on the 2<sup>nd</sup> Monday of month.

13.2.3 The result of the grant will then be announced on the mobra.org website and links on Facebook and Twitter.

13.2.4 Grant will go before members at next meeting for simply majority vote

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13.3 Applications must include: goals of program, names of persons responsible, budget breakdown, and timeline of events. And application provided by MOBRA is required. (See Addendum 1)

13.4 Grant applications shall be published for public review before the MOBRA meeting. At the meeting the representative of each application will be able to provide more information as asked by the board and voting members.

13.5 After grants are awarded, a representative is required to attend two further MOBRA meetings. At the May and September MOBRA meeting held on the 2<sup>nd</sup> Monday as well as give a FINAL REPORT at the annual meeting held in November on the 2<sup>nd</sup> Monday of the program to offer a progress report on the program. Then also at the end of the program to provide a final report.

13.6 All use of grant funds must be documented, and copies of receipts must be sent to the MOBRA board.

13.7 If goals, as stated in grant application, are not met all materials purchased with grant funds will become the property of MOBRA

### **Article 14 – Notices**

14.1 All notices to the Board of Directors and Members must be in writing by regular U.S. mail or email to the last known physical or email address.

14.1.1 All notices regarding MOBRA business or business effecting the members of MOBRA will be required to give such notice two weeks prior to member meetings held on the 2<sup>nd</sup> Monday of every month for the Board to review.

### **Article 14 – Bylaw Amendments**

15.1 The MOBRA Bylaws must be approved by a 2/3 vote of those present



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and eligible to vote at any monthly meetings

15.2 Amendments may be added to By-Laws at any member meeting

15.2.1 Any member wishing to add an amendment to a specific article must do so prior to the board meeting held 2 weeks prior to the monthly member meeting for review.

15.2.2 Any vote wishing to be made must be posted on the website two weeks prior to any member meeting. (See Article 8 on Voting)

### **Addendums**

- I. Grant Application
- II. LA Agreement