

Biking

Revised August 2014 by Richard Jorgensen

The Biking Committee Chair is the focal point of the Chemeketan bicycling activities, which includes road and mountain bicycling. The Chair or co-chairs serve for one year and schedule at least two bike trips that should be of interest to members. Rides could range from day trips of 25 miles more or less to overnight weekend trips. Helmets are required and bright clothing is recommended.

DUTIES

1. Develop and maintain the biking program. Plan and schedule at least two trips per year. Prepare the annual biking schedule consisting of leaders, locations and dates. Submit schedule to the Vice President for inclusion in the Prospectus.
2. Recruit members to lead trips as needed. Email leaders a reminder to enter trip details on the Chemeketan website on the "When and Where" form at least 45 days in advance of the scheduled trip. Instruct leaders to print a copy of the signup sheet from the forms on the website.
3. Instruct Leaders to also enter post trip details on the "We Were There" form on the website and send a completed signup list to the Biking Chair.
4. Keep complete and accurate records and copies of all correspondence.
5. Prepare an annual report in triplicate for the Annual Meeting and present the report at the annual meeting. Report to include all scheduled rides, completed rides, number of participants and any other relevant information.