



**Louisville Bicycle Club  
Touring Program Guidelines**

**Revised May 2008**

## Louisville Bicycle Club - Touring Program Guidelines

Copyright © 2008 Louisville Bicycle Club.

You may reproduce part or all of this document without permission. Please identify the source as the *Louisville Bicycle Club Touring Program Guidelines* and give credit to the Louisville Bicycle Club, Louisville, KY.

If you have any suggestions for this document or the Louisville Bicycle Club touring program, please send a letter or e-mail to:

Louisville Bicycle Club  
P.O. Box 35541  
Louisville, KY 40232-5541  
<http://www.louisvillebicycleclub.org>  
[touring@louisvillebicycleclub.org](mailto:touring@louisvillebicycleclub.org)

## Louisville Bicycle Club - Touring Program Guidelines

### Vice President – Touring General Duties

In accordance with the Louisville Bicycle Club (LBC) by-laws, adopted July 1994, revised January 2007, the LBC Vice President – Touring will direct the LBC touring program and have principle responsibility for the quality, variety, and safety of the Club's rides. Among his/her specific duties shall include recruitment, orientation, and training of ride captains; publishing a ride schedule for the members and the general public; appointment of a Club Statistician; and scheduling and presiding at meetings of the Touring Committee.

### The Touring Committee and its Meetings

The Touring Committee is comprised of interested LBC members who attend Touring Committee meetings. The Committee will meet on at least bi-monthly to discuss improving the touring program, recommend touring awards, and other business. Highlights of these meetings will be communicated to the club membership at general membership meetings and in the club newsletter. The Touring Committee cannot take action without six (6) LBC members present, which shall constitute a quorum. Committee recommendations for changes to these Guidelines must be endorsed by the VP – Touring and approved by the LBC Executive Committee to become effective.

### Touring Schedule

#### ***How to Submit a Ride/Event for the LBC Schedule***

A Club member can submit a ride/event for inclusion in the LBC Ride/Event Schedule as follows:

- The LBC Online Scheduler (<http://www.louisvillebicycle.org/calendar>)
- Supplying the details to the VP – Touring via e-mail ([touring@louisvillebicycleclub.org](mailto:touring@louisvillebicycleclub.org)) or phone (available in the LBC newsletter and website – <http://www.louisvillebicycleclub.org/vip.htm>).
- At the bi-monthly Touring Committee meeting.

The VP – Touring will have final say on all ride/event submissions.

All rides/events must contain the ride start date and time, mileage, difficulty rating, starting location, and the ride captain name and contact information (a phone number that will be published on the schedule).

## **Louisville Bicycle Club - Touring Program Guidelines**

### ***Races***

USA Cycling- or NCAA-sanctioned bicycle races may be included in the LBC Ride/Event Schedule. All bicycle race entries must be approved by the VP – Racing and the VP – Touring.

### ***Non-Discrimination Policy***

LBC rides are open to everyone who is able and willing to participate safely and cooperatively. A ride description may specify the rider experience level that the ride is primarily intended for, but, with the exception of rides intended for volunteers or limited to Club members, cannot exclude any group.

This non-discrimination policy is not intended to limit a ride captain's right to suggest that a rider leave a ride based on the rider's abilities, equipment, or actions on that ride or previous rides.

### ***Commercial Activities***

LBC encourages businesses and organizations to sponsor its events. Sponsorships can provide the additional resources that enhance the event. The VP-Touring and the Executive Committee must approve all sponsored events.

### ***Non-LBC Events***

Rides from other clubs or organizations maybe included on the LBC schedule, but a member must still act as the ride captain for that ride.

## **Ride Captain and Mileage Credit**

### ***Touring Year and Season Definitions***

Individual lifetime mileage credit and ride captain credit will be accrued based on a touring year that runs from November 1<sup>st</sup> to October 31<sup>st</sup> of the following year. Mileage credit for award competitions (Overall Champion (Yellow) Jerseys and Masters Champion (Blue) Jerseys will be based on a touring season that runs from March 1<sup>st</sup> through October 31<sup>st</sup>.

### ***Mileage Credit***

Mileage credit will be given only for rides listed on the Club's ride schedule.

Sanctioned bicycle races are not eligible for mileage credit but non-sanctioned, LBC-sponsored time trials and speed demonstration events conducted under the direction of the Touring Program are eligible for mileage credit.

Rides will be classified as local or out-of-town rides based upon the approximate driving distance to the ride start:

- Rides less than approximately two hours driving distance are local rides.

## Louisville Bicycle Club - Touring Program Guidelines

- Rides greater than approximately two hours driving distance are out-of-town rides.

Rides will be classified as sponsored by LBC or not sponsored by the LBC. The classification is based upon the following guidelines:

### LBC Sponsored Ride

- Ride route is mapped and cue sheets are created by LBC members
- The LBC provide liability insurance coverage
- SAG stops and support are provide by LBC members
- Ride registration fees are paid directly to the LBC

### Non LBC Sponsored Ride

- Registration fees are paid to another entity..
- Funds raising is required
- SAG stops and service are provided by other than LBC members

The VP – Touring will have final say on the classification of a ride as local, out-of-town, sponsored or not sponsored by the LBC.

Mileage credit will be award to rides based on the following ride classifications:

### Local - LBC Sponsored Ride

- Mileage will be awarded as listed on the LBC Sign-up Sheet, Release and Waiver of Liability form.
- The maximum mileage that may be awarded is 110% of the longest distance listed for the ride in the LBC Ride Schedule.
- There are no requirements for a minimum number of riders.

### Local – Non LBC Sponsored Ride

- Mileage will be awarded as listed on the LBC Sign-up Sheet, Release and Waiver of Liability form.
- The maximum mileage that may be awarded is the longest distance listed for the ride in the LBC Ride Schedule.
- There are no requirements for a minimum number of riders.
- An LBC Member must act as Ride Captain for the ride.

### Out-of-Town – LBC Sponsored Ride

- Mileage will be awarded as listed on the LBC Sign-up Sheet, Release and Waiver of Liability form.
- A minimum of 6 LBC members must attend the ride.
- There must be no attendance restrictions for the ride other than general equipment restrictions. (Lights required, must supply own camping gear, off road bike required, etc.).

## Louisville Bicycle Club - Touring Program Guidelines

- The maximum number of riders may be restricted. However, any cut off dates for “registering” for the ride must be after the publication date of the LBC ride schedule in which the ride appears.
- The maximum mileage that may be awarded is 110% of the longest distance listed for the ride in the LBC Ride Schedule.

### Out of Town – Non LBC Sponsored Ride

- A minimum of 6 LBC members must attend the ride.
- The Maximum ride credit will be the longest Local - LBC Sponsored Ride available on the LBC schedule on the same day.
- An LBC Member must act as Ride Captain for the ride
- There must be no attendance restrictions for the ride other than general equipment restrictions. (Lights required, must supply own camping gear, off road bike required, etc.).

Rides canceled or shortened by the ride captain *after* the start of the ride because of inclement weather or other circumstances respecting safety, are nonetheless eligible for full mileage credit for participants who have registered on the Sign-up Sheet.

Sag workers who support a scheduled ride can be given ride credit if that fact has been advertised on the schedule.

### ***Ride Captain Credit***

Ride Captain Credit will awarded to ride captains who fulfill their ride captain responsibilities, including planning the route, providing cue sheets, ensuring that all riders have signed in and have returned safely, and submitting the sign-up sheets to the Club Statistician.

Ride captains whose rides have been canceled due to inclement weather or other safety considerations will nonetheless receive ride captain credit (but not mileage credit), *provided* that the ride captain notifies the Club statistician.

A ride captain may designate one or more co-captains to sweep alternate routes or if it becomes necessary to split the group. The co-captains will also be awarded Ride Captain Credit provided the Club Statistician is notified by the original ride captain.

### **Ride Captain Responsibilities**

Ride captains will have the following responsibilities:

- Drive the schedule route(s), if possible, within a week of the ride start date to identify any hazards or route changes due to road construction, etc.
- Mark the scheduled route(s), if possible, especially new or unfamiliar routes, out of town routes, long routes, etc.
- Ensure that the ride cue sheets are accurate and include road name, direction of turn, and accumulated mileage at each turn (if possible), and suggested store stops.

## Louisville Bicycle Club - Touring Program Guidelines

- Ensure that all ride participants sign the LBC Sign-up Sheet, Release and Waiver of Liability form before the ride starts.
- Introduce themselves to participants as the ride captain.
- Describe the ride route, hazards and/or changes to the route, providing an opportunity for announcements from club officers or other rides, and identifying and introducing any new rider.
- If more than one route has been scheduled, recruit, and introduce volunteer(s) to sweep each additional route.
- Ensure that all riders are wearing a helmet.
- Review safety tips.
- Ensure that all riders return safely.

### Inclement Weather

The ride captain is responsible to evaluate road or other conditions that may be detrimental to the health or safety of participants. Common sense should dictate whether and how the ride will proceed. In general, rides should be cancelled when lightning is in the area, roads are slick due to rain, snow, or ice, or extreme temperatures, e.g., below 32° or above 95°.

At the ride captain's discretion a ride start may be delayed to another time. The new start must be announced to the assembled riders. If possible, the ride captain should be present at the start location at the original start time to notify the arriving riders of the delay.

The ride captain has the final say in canceling an event. In any event, however, the VP – Touring reserves the right to cancel an event based on his/her determination that conditions are unsafe.

### Emergencies

An emergency is defined as any circumstance that threatens the well being of one or more ride participants. Examples include, but are not limited to, situations where the police, fire department, or EMT is summoned and/or participants require medical attention at a hospital or clinic. Ride participants should be advised that, in the absence of the ride captain, they should contact emergency assistance and notify the ride captain as soon as possible. The ride captain must notify a member of the executive committee, such as the club president or the VP – Touring.

### Sign-Up Sheet Requirements

All ride participants (both LBC members and nonmembers) must sign the LBC Sign-up Sheet, Release and Waiver of Liability form at the beginning of each ride. Ride captains must ensure that they do. The Club carries liability insurance. In addition, in the event of a medical emergency limited medical insurance benefits are available *only* to riders who have signed in and are active LBC

## Louisville Bicycle Club - Touring Program Guidelines

members or paid participants of special events such as the OKHT. Mileage credit is also based on information taken from the Sign-Up sheets.

After the ride, the forms should be sent to the Club statistician. The statistician will retain the document from the previous and current calendar years.

### Touring Program Awards

#### ***Yellow Jersey***

A yellow jersey is awarded to the male and female riders who have accumulated (according to the Club statistician) the most club miles in the touring season. The winner of the yellow jersey is not eligible to win again until after a five (5) year period. For example, the yellow jersey winner in 2000 will not be eligible to win the yellow jersey again until 2006.

#### ***Masters (Blue) Jersey***

A blue jersey is awarded to the male and female riders that are 50 years old or older as of January 1 of that year, who have accumulated (according to the Club statistician) the most miles in the touring season and are not the Yellow Jersey winners for that season. The winner of the blue jersey is not eligible to win again until after a 2-year period. For example the blue jersey winner in 2000 will not be eligible to win the blue jersey again until 2003.

#### ***100 Ride Award***

Any rider who has ridden (according to our statistician) 100 or more rides in the touring season shall receive an award of appropriate recognition.

#### ***Ride Captain Jersey***

A red jersey is awarded to any ride captain that has captained at least ten (10) rides for the touring year (according to the Club statistician). Ride Captains who lead more than ten (10) rides are recognized ever year, but are only eligible for a new ride captain jersey after a five-year period.

#### ***25,000 Mile Jersey***

A silver jersey is awarded to any rider that has accumulated (according to the Club statistician) 25,000 lifetime miles as of the last day of the current touring season.

#### ***50,000 Mile Jersey***

A gold jersey is awarded to any rider that has accumulated (according to our statistician) 50,000 lifetime miles as of the last day of the current touring season.

#### ***75,000 Mile Award***



## **Louisville Bicycle Club - Touring Program Guidelines**

Any rider who has accumulated (according to our statistician) 75,000 lifetime miles as of the last day of the current touring season shall receive an award of appropriate recognition.

### ***100,000 Mile Award***

Any rider that has accumulated (according to our statistician) 100,000 lifetime miles as of the last day of the current touring season shall receive an award of appropriate recognition.

### ***Special Awards***

The Touring Committee, at its discretion, will confer special awards for outstanding accomplishments or contributions to the Touring Program.

## **Ride Captain Sanctioning**

Any ride captain that fails to turn in a ride sheet for their ride by 14 days after the end of the touring season will have an amount equal to the longest mileage scheduled for the missing ride deducted from their touring season ride total. This may be waived by the VP - Touring in the event of extenuating circumstances (severe illness, called to active military duty, etc.).

An LBC member may be suspended by the VP – Touring from scheduling and captaining rides if in the judgment of the VP – Touring or the LBC Executive Committee the member has repeatedly failed to responsibly captain rides. This may include, but is not limited to:

- Failure to turning in ride sheets for rides.
- Failure to sweep rides.
- Failure to provide cue sheets for rides.
- Failing to show up to captain rides when the ride is not obviously canceled, or no attempt has been made to notify the membership that the ride is canceled.

The suspension will remain in effect until the member completes a remediation program approved by the VP – Touring. The remediation program may include:

- Attending or Re attending Ride Captain Training
- Completing an apprenticeship under another ride captain.
- Completing a specified number of club ride miles.

## **Tour De Mad Dog**

## **Louisville Bicycle Club - Touring Program Guidelines**

The Tour De Mad Dog is an optional event that will be held at the discretion of the VP – Touring and Executive Committee. The Tour De-Mad Dog will be conducted by the Tour De Mad Dog Director. The Tour De Mad Dog Director may be the VP – Touring or a club member appointed by the VP - Touring. The Tour De Mad Dog awards will be governed by the separate Tour De Mad Dog rules. However, all Tour De Mad Dog rides will be LBC scheduled rides and governed by all the rules of the LBC touring program.