



Louisville Bicycle Club

Touring Program Guidelines

**Revised
November 2015**

Louisville Bicycle Club - Touring Program Guidelines

Copyright © 2011 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

Touring Program Mission

The Louisville Bicycle Club Touring Program's mission is to help the Louisville Bicycle Club promote all aspects of cycling in and around Louisville. The Touring Program encourages and welcomes a wide variety of rides that are for the enjoyment of members as well as the general public.

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 an 'advisory only' body to the VP -Touring and is comprised of interested LBC members who attend Touring Committee meetings. The Committee will meet at the discretion of the VP-Touring 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. Any 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)

The VP – Touring will have final say on all ride/event submissions. When a conflict exists, a simple majority of the LBC Executive Committee may override the VP-Touring.

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). Mileage shall be accurate to within +/- 10%.

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 may be 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 1st to October 31st 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 1st through October 31st.

Mileage Credit

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

Mileage should be listed as accurately as possible. If a ride has changed over time and the mileage has been extended or reduced, it is expected that the ride captain will update the schedule to reflect the actual mileage being ridden.

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.

Louisville Bicycle Club - Touring Program Guidelines

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

- Rides less than or equal to approximately 100 miles from downtown, Louisville, Ky. are local rides.
- Rides greater than approximately 100 miles from downtown, Louisville, Ky. are out-of-town rides.

The VP – Touring will have final say on the classification of a ride as local, or out-of-town. Mileage credit will be awarded to rides based on the following ride classifications:

Local 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.
- 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. When registration or fund raising is required for a ride, then those conditions must be met in order to receive mileage credit.
- An LBC Member must act as Ride Captain for the ride.

Out of Town 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.
- 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. When the registration or fund raising is required for a ride, then those conditions must be met in order to receive mileage credit.
- 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 **given that at least 50% of the route or 10 miles, whichever is longer, has been ridden.**

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

The VP of Touring has the discretion to decline mileage credit for any LBC ride if it has been determined that Touring Guidelines are not being followed.

Ride Captain Credit

Ride Captain Credit will be 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 are expected to ride the route described on their cue sheet.**

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.
- Provide ride cue sheets that are accurate and include road name, direction of turn, and accumulated mileage at each turn (if possible), and suggested store stops.
- Provide the LBC Sign-up Sheet, Release and Waiver of Liability form before the ride starts so that ride participants may sign in.
- 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 riders, 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.
- Verify that all riders are wearing a helmet.
- Review safety tips.
- The Ride Captain should sweep the prescribed Course and to the extent possible, assure that all riders return safely.

Ride Changes, Updates, Cancellations, and 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, if lightning is in the area at the time of the start of the ride, then the ride will be cancelled or postponed.

At the ride captain's discretion a ride start may be delayed up to two hours. The new start time 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. When a conflict exists, a simple majority of the LBC Executive Committee may override the VP-Touring.

Changes in Ride Start Location, Starting Times, and/or Cancellations shall be announced on the LBC Website on the “Ride Updates” (Under the “Touring” tab) page. If possible, changes to the ride should be posted on the club website at least 2 hours prior to the posted start time. When possible, the ride captain should be at the original posted start location at the posted time to advise those assembled of the changes.

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. After an emergency circumstance or accident, the ride captain shall also gather as much information (including name/names of those involved) as possible concerning the circumstance and forward the Information, and copies of the Ride Sign-Up Sheets to the club president or the VP-Touring. Additionally, if photos can be taken, photos can provide valuable documentation.

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. Mileage credit is also based on information taken from the Sign-Up sheets. **Riders are required to sign the Sign-Up sheets themselves. Riders may not sign-in other riders.**

If a ride participant is under the age of eighteen (18), then the Louisville Bicycle Club Release and Waiver of Liability for Minors must be completed for each minor by a parent, guardian or responsible adult. The parent, guardian, or responsible adult must ride with the minor.

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 55 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 3-year period. For example the blue jersey winner in 2000 will not be eligible to win the blue jersey again until 2004.

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

A green jersey is awarded to any rider that has accumulated (according to our statistician) 75,000 lifetime miles as of the last day of the current touring season.

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

All ride sign-up sheets must be submitted to the club statistician within 6 weeks of the completion of the ride. If the sign-up sheet is not submitted within this 6 week period, the ride will be treated as if it had been cancelled. No ride captain credit or mileage

Louisville Bicycle Club - Touring Program Guidelines

credit will be awarded. 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 turn 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

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.

Randonneurs Mondiaux Brevet Series

The Brevet Series (including Populaire Series) are optional events that will be held at the discretion of the VP- Touring and the Executive Committee. The Brevet Series will be conducted by the Regional Brevet Administrator (RBA) in accordance with RUSA (Randonneurs USA) rules. The Regional Brevet Administrator may be the VP- Touring or a club member appointed by the VP- Touring. All Brevet Series rides will also be LBC Scheduled rides and will also be governed by all the rules of the LBC Touring Program. However, RUSA rules shall always take precedent when a conflict exists.