

**LOUISVILLE BICYCLE CLUB**

**TOURING PROGRAM GUIDELINES**

Revised March 2020

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## **TOURING PROGRAM MISSION**

The Louisville Bicycle Club Touring Program's mission is to help the Louisville Bicycle Club promote all aspect 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 2013, the LBC Vice President -Touring will direct the LBC touring program and have principal 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**

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 the 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/Calendar**

Approved Ride Captains can enter rides into the LBC Google Calendar. 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, ride captain name and ride captain phone #.

### **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; however, cannot exclude any group, with the exception of rides intended for volunteers or limited to Club members.

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.

## **Electric Bicycles**

A low speed electric bicycle is defined by the Consumer Product Safety Commission (CPSC) as a two-or three-wheeled vehicle with fully operable pedals and an electric motor of less than 750 watts (1 h.p.), whose maximum speed on a paved level surface, when powered solely by such a motor while ridden by an operator who weighs 170 pounds, is less than 20 miles per hour. Electric bicycles that meet this definition are allowed by the LBC's insurance carrier, and may be permitted on a LBC ride at the discretion of the LBC Ride Captain.

Electric bikes are prohibited from riding in pace lines unless the electric motor has been turned off. Riders using an e-bike with the motor turned on must ride off either the front or the back of the group.

## **Aero Bars**

Aero bars are permitted but may not be used while riding in a pace line. When in the aero bar position, riders must ride either off the front or the back of the group.

## **Ear Buds and Headphones**

Ear buds and headphones may not be worn on any LBC ride.

## **Commercial Activities**

The 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 calendar, 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 to October 31 of the following year.

Mileage credit for award competitions, e.g., Overall Champion (Yellow) Jerseys and Masters Champion (Blue) Jerseys, will be based on a touring season that runs from March 1 through October 31.

### **Mileage Credit**

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

Mileage credit 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.

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, Kentucky, are local rides.
- Rides greater than approximately 100 miles from downtown, Louisville, Kentucky, 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 on 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 date the LBC ride is put on the LBC Ride Schedule. 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.
- The maximum mileage that may be awarded is the longest distance listed for the ride on the LBC Ride Schedule.
- 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 date the LBC ride is put on the LBC Ride Schedule. 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.
- There must be no attendance restrictions for the ride other than general equipment restrictions, e.g., 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 ride 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, **sweeping the ride at the specified minimum pace**, ensuring that all riders 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 before the ride start, due to inclement weather or other safety considerations, will 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**

- Deciding what kind of ride to lead in terms of distance, pace, terrain, etc.
- Adding the ride to the Google Calendar/LBC Schedule.
- **Having a Ride Captain/Sweeper for each distance/route.**
- **Appropriate planning for the ride, e.g., creating cue sheets, and GPS file if appropriate.**
- Driving the scheduled route(s), if possible, within a week of the ride start date to identify any hazards or route changes due to road construction, etc.
- Providing the LBC Sign-Up Sheet, Release and Waiver of Liability **or the Release and Waiver for Minors** before the ride starts so that ride participants may sign in.
- Introducing all Ride Captains for the routes.
- Reminding riders to wear helmets.
- To the extent possible, assessing rider's abilities to finish the ride.
- Properly instructing riders about the route.
- **Informing riders about the e-bike policy, aero bar policy, and ear bud and headphone policy.**
- Riding at the appropriate pace.
- Properly supervising the ride.
- If necessary, evaluating a rider's incapacities/injuries.
- Contacting emergency services if needed.
- **Sweeping the ride at the specified minimum pace.**

## **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 canceled or postponed.

If possible, changes to the ride should be posted on the club website at least two (2) hours prior to the posted start time under Ride Updates **and on the LBC Google calendar.**

At the Ride Captain's discretion, a ride start may be delayed up to two (2) hours. The new start time must be announced to the assembled riders. When possible, the Ride Captain should be at the original posted start location at the posted time to advise those assembled of the changes.

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 under “Ride Updates” under the Touring tab and also on the Google Calendar/Schedule.

## **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 then 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, they can provide valuable documentation.

## **Sign-Up Sheet Requirements**

All ride participants (both LBC members and non-members) 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 Sheet themselves. Riders may not sign in other riders.

If a ride participant is under the age of eighteen (18), 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 Sign-Up Sheets 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 three (3) year period. For example, the blue jersey winner in 2000 will not be eligible to win a blue jersey again until 2004.

### **Ride Captain Jersey**

A red jersey is awarded to first time Ride Captains after they captain five (5) rides in that touring year, while the supply of jerseys last. Ride Captains that captain at least ten (10) rides for the touring year will be recognized by receiving an award, e.g., water bottle, gloves, or an award of similar value.

### **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 the Club Statistician) 50,000 lifetime miles as of the last day of the current touring season.

### **75,000 Mile Jersey**

A green jersey is awarded to any rider that has accumulated (according to our Club 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 Club 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 **four (4)** weeks of the completion of the ride. If the Sign-Up Sheet is not submitted within **this 4 week period**, the ride will be treated as if it had been canceled. No Ride Captain credit or mileage 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 at the specified minimum pace.
- 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.