

Hoosiers Out On Tandems (HOOTs) Financial Guidelines

HOOTs has operated under the umbrella of CIBA since the mid nineties. This means that HOOTs has no separate legal existence; it doesn't have to file any of the paperwork for a non-profit nor obtain its own separate insurance for events. The President of CIBA selects the HOOTs committee chair. This chair is responsible for developing goals for the year, and a budget that must be approved by the CIBA Board. In addition to this Board approved budget, HOOTs may generate income on its own by hosting events around the state. In the past, HOOTs has hosted Midwest Tandem Rallies (MTRs) that have generated a surplus of up to \$20,000 per event. Most of this surplus has been gifted to supporting organizations, including local police, fire, parks departments, area bicycle organization (eg. Friends of the Pumpkinvine Trail and Bicycle Indiana). Although MTR committees typically consist of 50% CIBA members, the other half of the committee may belong to other clubs. These people are asked to join CIBA for the duration of MTR, but CIBA isn't their primary club.

The guidelines that follow recognize that HOOTs in many ways acts as a state-wide organization supporting events that requires a certain amount of autonomy from the CIBA Board. These guidelines were approved by the CIBA Board on April 21, 2015.

CIBA Board Budgeted Local Activities

The Board shall approve a yearly budget line for HOOTs activities. These budgeted funds shall only be used for activities in the 9-county central Indiana area. These activities might include rides, social events, seminars, etc. These events benefit the cyclists of central Indiana and primarily CIBA members. These events are a reason cyclists might choose to join CIBA. Although a great benefit to CIBA members, these events are not designed to attract teams from outside the central Indiana area.

HOOTs Fee Events

When HOOTs conducts a fee-based event under the CIBA umbrella, the event must be approved in advance by the CIBA Board. Prior to approval, HOOTs shall submit a written description of the event including the expected number of attendees and the location of the event. The summary should detail how excess funds will be used. It's not necessary to list every charity, but any group expected to receive more than \$1,000 should be approved before or after the event.

Any excess funds from an event shall be held in the CIBA / HOOTs (MTR) account. These funds will be used to support tandem activities around the state (including the Indianapolis area to supplement the Board budgeted funds). Although legally the CIBA Board has control of these funds, it's understood that the Board would only draw on these funds in "extreme" circumstances, and HOOTs will be advised of such a "draw down" prior to the actual withdrawal.