

## **Golf Lakes Pickleball Club By-law No. 01-2017**

### **Section 1. Mission Statement**

The purpose of the Club is to promote the sport of pickleball by:

- (a) Reserving specific court times to facilitate play among various skill levels and groups.
- (b) Maintaining regular e-mail communications to apprise membership of Club activities.
- (c) Maintaining, developing, improving and expanding pickleball facilities.
- (d) Creating ladders, tournaments and other forms of competition to stimulate play.

### **Section 2. Definitions**

- (a) Board or Board of Directors means the Golf Lakes Pickleball Club Board.
- (b) Club means Golf Lakes Pickleball Club.
- (c) GLPC means Golf Lakes Pickleball Club.
- (d) League and or Ladder Play means time set aside for membership play.
- (e) Member or Membership means fully paid-up member of GLPC.
- (f) Organized Play means specified times that are open to residents and guests who can play and score pickleball. GLPC controls the amount of players at any one time to avoid overcrowding.
- (g) Open Play means the courts are open to all residents and guests subject to the 30 minute rule.
- (h) Posted Court Rules means rules that are formulated by GLPC and are set-out on a posted noticeboard at the Pickleball courts.
- (i) Resident means ownership within Golf Lakes Estates and includes renters.
- (j) 30 Minute Rule means if while playing during open play time and persons are waiting to play you must vacate the court within the next 30 minutes.

### **Section 3. Organization**

GLPC shall be operated as a non-profit organization governed by a Board of Directors consisting of a Chairperson, Secretary, Treasurer, League Ladder Captain, Newsletter Editor, Tournament Manager, Social Director and 2 voting directors elected by the membership.

### **Section 4. Operation**

Business of GLPC will be conducted according this By-law and meetings will be operated according to Roberts Rules of Order.

## **Section 5. Membership**

Full membership is open to all residents and renters of Golf Lakes Estates.

## **Section 6. Guest Privileges**

Residents may only bring a maximum of 2 non-resident guests to a session of organized play. Non-resident guests may only play as substitutes in the Ladder. There are no restrictions on non-resident guests during open play time except to follow the 30 minute rule.

## **Section 7. Meetings**

- (a) There will be a minimum of 4 Board meetings per year to include Fall and Winter membership drives, season schedules, events and all other Club business. The Club Chairperson is responsible for scheduling the meetings and notifying board members of the time, date and agenda of each meeting.
- (b) A quorum is met with a minimum of more than fifty percent (50%) of the Board of directors in attendance.
- (c) General membership meetings may be called by the Board at their discretion. The Secretary will notify all members of the meeting via e-mail at least 2 weeks prior to such meeting and details of such meeting maybe posted at the courts. Ten percent (10%) of the membership and at least 2 Board members must be in attendance to establish a quorum.

## **Section 8. Election of Board Directors**

- (a) The Secretary will solicit nominations for all Board positions. Nominations must be returned to the Secretary within 7 days of solicitation. Any member in good standing may be nominated. Self-nomination is acceptable. The Secretary will then cause a ballot to be prepared and voting will be conducted as laid-out in Section 8(b)
- (b) Voting: Membership voting maybe conducted by e-mail ballots or by ballots available at any meeting whose purpose it is to elect directors. E-mail ballots (absentee ballots) must be sent to members 2 weeks prior to any meeting where a vote will be taken. Such ballots must be returned to the secretary within 7 days. It is every member's responsibility to ensure we have their correct e-mail. The Secretary will certify votes and announce the outcome of the election at the time of the general meeting. A simple majority of those voting in person or by e-mail prevails. This voting does not apply to the removal of a director(s); in such matters the voting is restricted to Board members and the Chairperson whose vote prevails in the event of a tie.
- (c) The election voting process must be concluded by the last week in March.
- (d) All Board directors are elected for a 3 year term.
- (e) One election will be held once every three years.
- (f) The GLPC Board will vote upon responsibilities.
- (g) Newly elected directors will begin their term on April 1<sup>st</sup>.

- (h) All directors in good standing may run for re-election.

### **Section 9. Duties of Board Members**

- (a) Chairperson:** Shall preside over meetings; shall act as spokesperson for the membership with Board approval; shall appoint, with Board approval, an interim replacement in the event of a Board member ceasing to perform his or her duties; shall oversee the activities of other Board members and oversee and review if necessary the posted court rules.
- (b) Secretary:** Shall keep minutes of all meetings; shall be responsible for the distribution and receipt of all election ballots. Shall conduct all correspondence relating to Club business.
- (c) Treasurer:** Shall receive and deposit all funds to the Club. Shall support special fund raising activities. Shall provide the Club Chairperson with a semi-annual report for all the Club's monies received and disbursed; shall prepare and submit year end treasurer reports to the Board and membership: authorized to conduct financial business with Golf lakes Administration.
- (d) Newsletter Editor:** Prepare and circulate Club's Newsletter on a monthly basis during the fall and Winter playing months.
- (e) League/Ladder Captain:** Participate in Fall and Winter enrollment drives; Prepare and monitor sign-up sheets; formulate player groupings arrange for substitutions and circulate results to the membership.
- (f) Tournament Manager:** Set Tournament dates, prepare sign-up sheets and circulate information to the membership. Prepare tournament groupings and record game results. Calculate winners of tournament and present prizes.
- (g) Social Director:** Shall organize and recommend social activities connected with the Club and/or its events.
- (h)** Directors may hold more than one position if necessary.

### **Section10a. Removal of a Board Member**

Any member in good standing may propose the removal of a Board member. Such action requires a petition signed by at least twenty-five percent (25%) of the membership. The Secretary will certify the petition and call for a general meeting; a two-week notice to the membership is required. At the meeting the reason for removal will be presented and the Board member in question will be given an opportunity to be heard. Thereafter the Secretary will call for a show of hands. A simple majority of those in attendance prevails.

### **Section 10b Replacing a Resigned Member of the GLPC Board**

Any member of the GLPC Board may resign at any time. Once such resignation has been accepted by the GLPC Board, the Board will determine if it is necessary to replace such member taking into consideration the resigned member's area of responsibility and the length of time remaining in that member's term.

If the Board decides to replace the resigned member then all GLPC members will be canvassed to fill the vacant position. Interested members will be allowed 7 days to respond in writing to apply for the position.

At the next GLPC Board meeting following the canvassing process, the Board will review all applicants and through a majority of votes the Board will select an applicant to replace the resigned member. The successful applicant will fulfill Board duties for the remaining term of the resigned member

### **Section 11. Dues**

- (a) The annual membership dues are set by the Board at the first meeting of a new playing season and are payable before a player can be involved in the League Ladder and tournaments.
- (b) In addition to the dues, the Board may conduct fund-raising activities as it sees fit.

### **Section 12. Bylaw Amendment(s)**

Written notice of a proposed amendment or amendments to this Bylaw shall be given to each Board member at least one week prior to a Board meeting. Final action on these proposals shall be decided by the majority vote of the Board members.

### **Section 13. Club Dissolution**

In the event of the dissolution of the Club, the following actions will take place:

The Club will pay all outstanding debts and any surplus funds will be passed on to the Golf Lakes Administration to be dealt with to the benefit of the Golf Lakes Community.

The Club Chairperson will notify all members of the dissolution.

### **Section 14: Schedule of Play**

- (a) The forming of the court playing times (schedule) is the responsibility of GLPC however it may be subject to change by the Golf Lakes Board of Directors. Presently the Golf Lakes Board requires that GLPC schedules one morning per week (Monday to Friday) to be set aside for "Open Play".

- (b) The schedule should facilitate, league play, organized play, open play and beginner's lessons/novice play (when coach available) and such terms should be defined on the schedule.
- (c) The fall schedule will take effect following the first meeting of the fall season of the GLPC Board.
- (d) The fall schedule will be reviewed by the GLPC Board prior to the start of the winter season from January to March and changed if necessary.
- (e) Schedules shall be posted on the clubhouse notice board and the courtside noticeboard.

This Consolidated Bylaw comprising of the original By-law No. 01-2017 together with amendments By-law No. 02-2017 and By-law No. 03-2018 all of which were adopted by the Board of Directors of the Golf Lakes Pickleball Club.