

# South Jersey Disc Golfers CONSTITUTION

## ARTICLE 1 NAME AND DEFINITION:

- Section 1. The name of the organization is the South Jersey Disc Golfers, and its abbreviated title is SJDG. The SJDG Secretary will maintain the official address of the SJDG.
- Section 2. The SJDG is a Disc Sports Player's Organization and it is open to all people who wish to participate in Disc Sports in southern New Jersey, regardless of race, creed, gender, nationality, religion, age, sexual preference, political affiliation, or any other characteristic protected by any federal, state, or local laws.

## ARTICLE 2 PURPOSES AND GOALS:

- Section 1. To organize and promote disc golf and disc sports within the State of NJ. To develop leaders and advocates in disc golf and disc sports and work towards an ever-growing player and Membership base through direct activity of Membership and Directors.
- Section 2. To maintain an organizational framework for representative government of the Members via popularly elected Executive Committee.
- Section 3. To research, promote, and communicate best practices in areas such as, but not limited to, publicize events and programs, how to run clinics, courtesy and professionalism, how to develop youth programs, and how to increase female participation.
- Section 4. To maintain an organizational framework for the gathering and dissemination of pertinent information, maintaining a Facebook page and/or newsletter, or Website through which state events, results, activities, and other information beneficial to the SJDG Membership and disc sports in general can be communicated.
- Section 5. To cooperate and work with other regional disc related organizations that have common interests and related objectives to the SJDG for the good of disc sports.
- Section 6. To have direct involvement in the development, promotion, and running of

events and programs in order to grow a greater statewide identity.

- Section 7. To recognize Members and groups who, through outstanding achievement, dedication, and persistent effort, have helped to move the SJDG closer to its goals.
- Section 8. To raise funds for programs that are in unison with the goals of the club.
- Section 9. To work with state, community leaders and volunteer organizations who desire a mutually beneficial relationship for the sport of disc golf and recreational activity for local residents.
- Section 10. To preserve and nurture the areas in which a disc golf course is currently located for the use and enjoyment for all who visit.
- Section 11. To engage in any other activities that are consistent with the foregoing goals and purposes.

### ARTICLE 3 MEMBERSHIP:

- Section 1. All Memberships shall be accompanied by remittance of an appropriate fee. Membership shall become effective upon verification of qualifications and review by the Board, if necessary. Members will be required to provide the name, contact information, and other pertinent information for that member. The Membership term shall be for the period of one (1) year.
- Section 2. Active Members, referred heretofore as Members, must agree to obey and uphold the SJDG Constitution, and meet all the requirements for Membership as established by the Constitution and the Executive Board. Failure to maintain the obligations of Membership will result in loss of all rights and privileges of Membership for the period in question.
- Section 3. A Corporate Membership will be granted to a (not any) business entity that contributes \$250 or more as a sponsorship to any SJDG Event. This form of sponsorship will grant the principle a sign at all disc golf events for that year, and inclusion in the Web site listings of Corporate Sponsors. This form of Membership will be for one year from the date of their contribution. The SJDG retains the right to deny a corporation membership to any business entity which through or by association may hinder the SJDG from fulfilling the purposes and goals as outlined in this constitution.
- Section 4. Honorary Members are those individuals selected to receive SJDG

Memberships as a gesture of goodwill. The SJDG Executive Board may issue Honorary Memberships. These Memberships shall be a lifetime award in recognition of the person's outstanding achievements. These Memberships will be given at no charge and will receive all benefits of Membership with exception of voting privileges or holding of elected office. Members may submit names for consideration of Honorary Membership.

Section 5. The Privileges of Active Membership will be:

To vote and hold office.

To be eligible for SJDG Annual Awards, SJDG Overall Prizes, and the SJDG Invitational, as well as other SJDG Programs.

To be a Member of a SJDG Committee.

To have comments to committees or Executive Board be duly considered and acted upon.

To qualify for special SJDG merchandise offers.

To receive a Membership package (SJDG Annual Tag)

Section 6. All applications for Membership are subject to review by the Executive Board, and such review will be without regard to applicant's race.

Section 7. It is the responsibility of Members to inform the Secretary of any change of address.

#### ARTICLE 4 EXECUTIVE BOARD:

Section 1. The SJDG Executive Board will consist of five (5) Officers. These shall be the President, Vice President, Secretary, Treasurer, and Vice President 2 - Community Liaison. The Executive Board shall be the governing body of the SJDG. The government and management of the SJDG will be vested in the Board, except as otherwise provided for in the Constitution.

Section 2. The President shall act as the Chairperson of the Board. The President is the Chief Executive of the SJDG. The President shall preside at all business meetings of the SJDG and shall be responsible for administering the affairs of the SJDG according to the policies and regulations established by the Constitution. All Officers, Course Pros, and Committee persons shall report to the President upon request of the President or the Board. The President will work with other disc golf organizations to schedule events and tournaments, and has the power to recommend to course Pros to change dates. The President has the authority to create ad hoc SJDG Committees to address specific issues, and assist other members of the board when needed.

- Section 3. The Vice President shall act for the President whenever the President is unable to perform her/his duties. Club elections shall also be coordinated and administered by the Vice-President. The Vice President will also serve as Chairperson on the Election Committee. The vice president should effectively represent the SJDG constituency.
- Section 4. The Secretary will be responsible for recording and communicating the actions of the Board and committees to the Membership and will provide to any Member upon reasonable request, as defined by the current Board, any information of its affairs, so long as it does not conflict with privacy rights. She/he shall maintain a headquarters office and perform clerical and data services of the organization.
- Section 5. The Treasurer shall have charge of the SJDG funds and disperse them upon authorization Committee or Constitution. The Treasurer must approve all purchases, earnings, profit, and debts incurred in the name of the SJDG. No purchases made without this approval will be considered to be by the SJDG. The Treasurer shall report annually, or more often if requested by the SJDG President or Board, the financial status of the organization. The Treasurer shall file all required financial documents with any government body as required to fully comply with all laws and regulations of every state in which the SJDG conducts affairs. The Treasurer through the Board shall prepare a budget each year for the SJDG if the board so requests.
- Section 6. The Communications Director shall have charge of maintaining the SJDG facebook page(s), communicating with local government offices along with the President, communicating to the general public and SJDG members of upcoming events, fundraisers, and other activities. The Communications Director will also work with course Pros and assist the President in scheduling events, working with other disc golf clubs to schedule tournaments.
- Section 7. It shall also be the duty of the Board to present business for action to the SJDG Membership. The Board shall determine which issues/changes/additions/deletions to any rules, standards, or the full Active Membership must decide requirements. As a guideline the Board should consider the importance of each item and the practicality of a full Active Membership vote, but voting by the full Membership should be encouraged.
- Section 8. A quorum of the Board shall consist of a majority of the Board. The Board shall have power to make such regulations, not inconsistent with the Constitution, as shall be necessary for the protection of the property of the SJDG and for the preservation of good order in the conduct of the affairs.

All Board decisions must receive a majority vote for approval. The President shall attempt to have meetings at which all Board officers are physically present. Failing that, teleconferencing, Internet messaging, or vote-by-mail may be used.

- Section 9. The Board shall have no power to make the SJDG liable for debts amounting to more than three quarters of the amount in the treasury, in cash, and not subject to any prior liabilities.
- Section 10. It shall establish the amounts for all Membership dues and/or fees.
- Section 11. The SJDG Board shall conduct all of its affairs in the open and shall provide at cost of reproduction and postage any document, within reason, requested by any Member of the organization. There shall be no written communication between Directors or Committee Chairperson or any written minutes of any meeting concerning the SJDG and the conduct of its business that is exempt from this requirement.
- Section 12. The Board shall review and decide whether to approve all applications for Membership. See Article 3, Section 6
- Section 13. Board officers shall be elected in accordance with the Constitution, see Article 8.
- Section 14. If the office of President becomes vacant, the Vice President shall become President for the remainder of the term. If the vacated term is greater than six months, the Board shall elect another Vice President as soon as it becomes possible.
- Section 15. Vacancies occurring in the offices other than President shall be filled by vote of the Board for the remaining portion of the term.
- Section 16. Nominations and elections shall be made to the Vice President to fill the vacancies. If the VP is vacant, the Secretary shall carry out nominations and elections.

#### ARTICLE 6 COURSE PROS:

- Section 1. Course Pro(s) shall be responsible for administering the affairs of the SJDG according to the policies and regulations established by the Constitution and the Board. Course Pro(s) shall act as the Board's liaison between Member States and the Board. Course Pro(s) are to monitor

adherence to the SJDG Constitution of all SJDG activities and to bring to the attention of the Board and the concerned party when non-adherence to the Constitution occurs.

- Section 2. Course Pro(s) shall gather event results, stories, and advertisements and communicate them directly to the SJDG Facebook page and/or Newsletter and Web site.
- Section 3. Course Pro(s) are to work closely the SJDG Board to insure the best interests of all involved are being addressed and served.
- Section 4. Course Pro(s) shall have no power to make the SJDG liable for any debts, without prior approval from the SJDG Treasurer or the Board.
- Section 5. Course Pro(s) shall conduct all of their affairs in the open and shall provide at cost of reproduction and postage any document, within reason, requested by any Member. There shall be no written communication between Course Pro(s) or any written minutes of any meeting concerning the SJDG and the conduct of its business that is exempt from this requirement.

#### ARTICLE 7 COMMITTEES:

- Section 1. The committees of the SJDG shall be approved by the Board, or created ad hoc by the President to manage the affairs of the SJDG. There is no limit as to the number of SJDG Committees a person may belong to.
- Section 2. The President, subject to approval of the Board, shall appoint the Committee Chairpersons, except where otherwise specified in the Constitution. Committee members shall be appointed by the committee chairperson and shall be Members of the SJDG.
- Section 3. The Chairperson shall attempt to have meetings at which all Members of the Committee are physically present. All meetings shall be open to the full Membership of the SJDG, and announced in the Newsletter and Web site whenever practical. Failing that, teleconferencing or votes by mail or email may be used. The Chairperson is instructed to assure that all sides of an issue have been heard before the Committee decides a particular issue.
- Section 4. Committees should work closely with other disc sports organizations with similar committees.

- Section 5. Youth Development Director shall be the Chairperson of the Youth Development Committee. This committee shall develop and encourage the growth of players under 18 years of age.
- Section 6. Voorhees Community Director shall be the Chairperson of the Voorhees Committee and shall closely communicate with the Township of Voorhees in association with the Stafford Woods Course Pro, work to develop and continue a strong relationship with Voorhees, if possible attend Voorhees community events as a representative of SJDG, and promote the sport within the Township. This position MUST be occupied by a resident of the Township of Voorhees.

#### ARTICLE 8 ELECTION PROCESS:

- Section 1. The nomination process will be held for one month, starting on October 15 and running through November 15. Nominations will be accepted in writing or by e-mail (if a member supplies a current address when registering) by the Vice-President, with a seconding motion needed from an Active Member. If a nomination or vote is cast by e-mail, only one vote per e-mail address will be accepted. All candidates must be Members. Any person nominated for more than one elected position will choose their preferred position of election before the ballots are printed. A nominee may accept, withdraw, or decline their nomination at any time before the November 15 close of nominations, as expressed to the Vice-President.
- Section 2. The Elections Committee shall be responsible for obtaining the consent of each nominee to serve if elected and securing biographical data of each nominee, which will be included on the ballot.
- Section 3. Elections shall be by closed ballots or e-mail balloting in keeping with Article 8, Section 1. The official ballot may not be copied or reproduced.
- Section 4. An official ballot shall be posted to each Member by November 20, and ballots must be return postmarked no later than December 22. It is the responsibility of the Member to notify the Secretary of any change in mailing address. Each voter shall properly signify their choice on the ballot for the various elected positions. The ballots must be delivered to the Election Committee, who shall hold them until the completion of the election date, after which time they will be opened and counted by the Election Committee. Ballots postmarked after December 22 shall not be counted.

- Section 5. The Vice-President shall appoint two (2) or more tellers who are not running for elected office and are Members. They shall count the ballots and report the results to the Board. Those candidates receiving the greatest number of votes shall be elected. The results shall be reported to the Membership before December 31<sup>st</sup>.
- Section 6. All SJDG Officers shall take office on January 1<sup>st</sup> (New Year's Day), following the election. The outgoing officers shall promptly turn over all documents, funds, equipment, and other property entrusted to them by the SJDG for the conduct of the office.
- Section 7. The terms of office shall be two (2) years for all elected Officers.
- Section 8. No Member may hold more than one elected office, unless approved by a majority of the Executive Board.

#### ARTICLE 9 FINANCIAL:

- Section 1. The schedule of annual dues for Active Members shall be fixed by a majority vote of the Board. Changes in the annual dues amount shall become effective at the beginning of the next Membership Drive. (This amount could be null.)
- Section 2. The period of existence of the SJDG will be perpetual, and the fiscal year shall begin on January 1 and terminate on December 31.
- Section 3. The SJDG shall not make a loan to an Officer, Director, or Member, nor lend its credit to or for such Officer, Director, or Member.
- Section 4. The SJDG is a volunteer organization; no fees for services rendered may be paid unless prior approval of the Board is given.
- Section 5. In the event that the SJDG should be dissolved for any reason, its assets (physical and monetary) shall be dispersed as follows:

All debts and claims shall be paid from cash on hand; said assets shall be sold if said cash is insufficient to pay all debts and claims.  
All profits should be dispersed among the club members after all bills/debts are paid.



## ARTICLE 10 PROCEDURE FOR AMENDING THE CONSTITUTION:

- Section 1. Recommendations for amending the Constitution may be submitted by Members, by requests from the Board, or by State Coordinators.
- Section 2. The Board shall consider any proposals submitted to it, and inform the Membership that it:
- Favors the proposal as presented.
  - Favors the proposal with suggested changes.
  - Is not in favor of the proposal and the reasons why.
- Section 3. A proposal to amend the Constitution, having been approved by the Board or having met the requirements of this article, shall be submitted to the Vice President, who shall place the proposed amendment on the Official ballot in November.
- Section 4. The Board shall declare adopted any proposed amendment to the Constitution that receives a two-thirds affirmative vote of the voting Members. Amendments to the Constitution become effective immediately following adoption.
- Section 5. The Constitution Committee may number and renumber the various articles and sections of the Constitution to facilitate ready reference.
- Section 6. Should any Member fail to receive satisfaction from any Committee, Course Pro or Officer, she/he may petition the Board by obtaining the signatures of twenty-five (25) Members. Should the Board fail to approve the amendment, the Petitioners may force the amendment on the ballot by obtaining the signatures of an additional fifteen (15) Members.

## ARTICLE 11 DISCIPLINE OF MEMBERS:

- Section 1. Charges of dishonesty, un-sportsman-like conduct, working against the principles of the SJDG, injuring the good standing of another SJDG Member (Active, Corporate, or Honorary), or acting against the SJDG Constitution may be filed against any Member in a written petition signed by at least five (5) Members and submitted to the Board.
- Section 2. Should the Board decide to take action, a hearing date shall be established and the accused and accusers notified. The charges will be discussed with all the parties having equal opportunity to plead their case.
- Section 3. The Board may suspend the Membership of any Member for a specified

time by a unanimous vote. If, in the Board's judgment, the infraction is of such magnitude, the Board (Committee) may expel the Member from the SJDG, and forward details and a notice of the action taken to the PDGA, or other governing organizations, for their consideration.

- Section 4. The Board may remove from the Board any Officer by a unanimous vote of all Board officers except for the Board Member in question.

## ARTICLE 12 MEETINGS:

- Section 1. The SJDG will have a full Membership meeting at least four times a year. At this meeting any Member may be recognized and be heard, in accordance with the agenda, and SJDG business shall be conducted provided there is a quorum of the Board. (Committee) At these meetings Constitutional votes may be conducted that require the full Membership.
- Section 2. The Executive Board (Committee) will meet regularly to discuss, plan, and organize any pending business or considerations that pertain to the SJDG. A quorum must be present to entertain motions, and a majority of the quorum is required to pass the motion. All motions and minutes of these regular meetings must be fully disclosed to the Membership.
- Section 3. Meeting minutes will be kept by the Secretary, and reported as soon as possible on the Facebook and any Web site pages.

