

# Pueblo El Mirage Pickleball Club Bylaws

## December 9, 2018

### ARTICLE I – General

- Section 1 **The name of the club:** Pueblo El Mirage Pickleball Club (PEMPC) a 501(c) 7 organization.
- Section 2 **The purpose of the club:** To promote the sport of pickleball and provide opportunity for all Residents and Guests of PEM to play, improve their pickleball game.
- Section 3 These bylaws willfully comply with Pueblo El Mirage RV and Golf Resort guidelines, rules, regulations and procedures. In the event of a conflict between these bylaws, the governing documents of the Pueblo El Mirage RV and Golf Resort shall prevail.

### ARTICLE II – Membership

- Section 1 Membership shall be open to all residents of the Pueblo El Mirage RV and Golf Resort. Annual dues are \$25 per member (\$10 per month per non-seasonal member) or as set forth by the Board as appropriate to the needs of the club. If the Board proposes to raise dues by more than 25 percent, the membership will vote on the recommended dues increase.
- Section 2 Members shall abide by the rules, regulations, guidelines and bylaws of the Pueblo El Mirage RV and Golf Resort and the Pueblo El Mirage Pickleball Club.
- Section 3 **Guest Privileges:** The guest privileges set forth in the Pueblo El Mirage RV and Golf Resort Rules and Regulations and guest guidelines of PEM Pickleball Club shall govern guest privileges for this Club.
- Section 4 A Member guest pass is \$10 for the season. The pass can be used for a guest throughout the season.

### ARTICLE III – Board Members

- Section 1 The PEMPC shall maintain a Board of Directors (Board) consisting of the President, the Vice-President, the Secretary, the Treasurer, and three Members at Large. The general PEMPC membership shall elect all members of the Board except those appointed to fill temporary vacancies. The Board should consist of members that will be residents at the resort for at least three [3] months each season.
- Section 2 The Board shall have overall governing authority over the Club consistent with the provisions of these bylaws and the PEMPC Policies and Procedures. The

Board shall authorize all committees and/or representatives to carry out the purposes and objectives of the club. Each Board member has one vote on matters requiring Board voting. A majority vote of present members with a minimum quorum of five Board members will dictate decisions. Phone and email voting are allowed to accommodate the needs of Board members who are away.

**Section 3** The Board shall not be liable to the Association for any mistake of judgment, negligence, or other act, except for their individual willful misconduct or bad faith. The Club shall indemnify and hold harmless each Board member or committee member against all contractual liabilities to others arising out of contracts made by the Board on behalf of the Club unless made in bad faith or in contravention of the provisions of these Bylaws. The Board shall have sole power to act on behalf of its members and shall report their activities to the members advising them of the state of the Club, finances and affairs. Board members and committee chairs shall serve without compensation.

**Section 4** The Board shall be authorized to purchase and maintain liability insurance should any area of personal liability to the board members, committee members, or agents of the club be determined.

#### **ARTICLE IV – Duties and Responsibilities**

**President and/or the Vice President:** Shall preside over all Club meetings and be accountable for the administration of Club business. The President and Vice President shall carry out the direction and policies established by the Board. The President and Vice President, with Board approval, may appoint committees and/or representatives to carry out the business of the Club. In the event of vacancies on the Board, the President and Vice President shall appoint, with Board approval, interim replacement Board Members.

**Treasurer:** Acts as custodian of all club funds and reports financial status at monthly business meetings. The Treasurer maintains a checking account for the club and ensures that all monies are deposited and recorded accurately, that all financial reports are properly kept and maintained, and that all federal and state tax reports are prepared and timely filed. The President and Treasurer shall be signatories on all club accounts.

**Secretary:** Shall keep the Club records, issue notices of all meetings and keep minutes thereof. The Secretary shall post all minutes on the Club website and submit updates to the Pueblo Post.

**Member at Large:** Shall assist with the management of the PEMPC operations. Each Member at Large will be assigned by the President with the Board approval to various committees. The Member at Large will become part of the Committee and act as a liaison between the Board and their assigned Committee. If a member is elected to a Member at Large position, they may also be a Committee Chair. The Member at Large may be assigned other duties by the President.

## ARTICLE V – Election

**Section 1**      **Nomination Committee:** A nominating committee made up of a minimum of three (3) club members shall be appointed by the President and Vice President to present prospective candidates for President, Vice President, Treasurer, Secretary, and three (3) Members at Large. Members wishing to be a candidate must contact the nominating committee by the closing date set forth by the nominating committee. Any two (2) Club members in good standing may nominate another member for a Board position.

There will be no nominations allowed after the nomination closing date. The slate of candidates will be posted on the PEMPC website or sent electronically to members prior to the annual meeting.

At the PEMPC annual March banquet/meeting the nominating committee will present the slate of candidates for Board positions. Voting will be by secret ballot if more than one candidate is proposed for any position, otherwise a vote of acclamation will be used.

**Section 2**      **Quorum:** A minimum of 50 members in good standing must be present.

**Section 3**      **Election:** Board members shall be elected by a majority vote of those present at the annual Banquet/membership meeting in March. Members can vote at the banquet site without attending the banquet.

**Section 4**      No two family members can serve on the Board at the same time.

**Section 5**      **Term of Office:** Board members elected at the 2018 March banquet/meeting serve the following terms: The President and Treasurer were elected for two-year terms, and the Vice President and Secretary were elected for one-year terms. All new Board members elected at the 2019 March banquet/meeting and thereafter will serve two-year terms with the exception of one of the new Member At Large positions; that position will serve a one-year term in 2019 and the position will serve two-year terms beginning in March 2020. There are no term limits for any office. The terms of office may be changed from time to time, at the discretion of the Board. This would generally be done if a vacancy would cause the Board to not have concurrent staggered terms running.

## ARTICLE VI –Committees

**Section 1**      **Organization and operation of committees.** There are two types of committees. Standing committees have ongoing functional responsibilities within the club. Temporary, or single purpose committees, exist to perform a single purpose and do not regularly meet otherwise.

**Section 2**      **Chairpersons.** For standing committees, a Chairperson shall be approved by the Board. Standing committees can be established or modified only with Board approval. Temporary committees may be established by the Board.

**Section 3 Description and Duties of Committee Chairs.** Committees shall be established as needed and be governed by the Board. The Club shall have the following standing Committees whose basic duties and functions are described below. In cases where the duties of two or more committees may overlap, the Board will provide direction and encourage cooperation. Temporary or single-purpose committees may also be formed as needed.

- **Communications** - maintain player roster, develop and update website, and communicate important information to players via email.
- **Tournaments** - Coordinate tournament play in events sponsored by or organized by the PEMPC.
- **Organized Play** – develop/coordinate organized play (such as round robins and ladders) and all other forms of scheduled play.
- **Training** - develop training curriculum; provide beginner lessons and on-going skills training for all skill levels.
- **Skills Rating** - Maintain a consistent rating system within the PEMPC. Ratings help promote competitive balance among members and measure player development
- **Operations** – Conduct/organize routine court maintenance, capital improvement projects, support for Internal (in-house) and external tournaments.

These Standing Committees contribute their time and expertise toward operations and developing and maintaining our programs. Anyone who would like to be involved and volunteer on a committee is welcome and encouraged to do so.

**Section 4 Posting:** Board members pictures and names shall be posted on the PEMPC website.

## **ARTICLE VII – Meetings**

**Section 1 Membership meetings:** The Pueblo El Mirage Pickleball Club Membership meetings will be held during the months of November, December, January, February, and March, or as needed at the discretion of the President.

**Section 2 Board Meetings:** The Pueblo El Mirage Pickleball Club Board meetings will be held during the months of November, December, January, February, and March, or as needed at the discretion of the President. The President or Vice President may call meetings of the Board at any time by giving notice orally, in writing, or by email. The time and place of such meeting shall be determined by the President and/or Vice President. The presence of five Board Members shall constitute a quorum of the Board and therefore may conduct any business brought before the Board at such meetings. Meetings in absenteeism can be

attended and conducted electronically via the internet, phone, or any other means deemed suitable by the President.

### ARTICLE VIII – Amendments

Section 1 **Amendments:** Any member of the Club in good standing may propose an amendment to these bylaws. The proposed amendment shall be delivered to the Board in writing with a statement setting forth the reasons for the proposed amendment. The proposed amendment must be approved by the Board at their regular board meeting before presenting to the membership.

All proposed amendments must be posted on the Club website at least fifteen (15) days before any meeting to discuss or vote on said amendment.

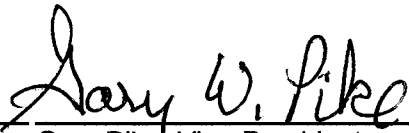
A two-thirds majority vote of the membership present shall be required to adopt any amendment to the bylaws.


### ARTICLE IX – PRIVACY OF MEMBERS


The Board shall implement the following policies to protect the privacy of the members.

- Lists of members with information about the members (e.g. addresses, email addresses, phone numbers, etc. If provided by the member) is the property of the PEMPC.
- Emails to members shall be sent using the BCC (Blind Carbon Copy) feature.
- Only members designated by the Board shall have the authority to send emails to the general membership.
- Membership addresses and/or email addresses will be used to relay Pickleball Club-related events and will not be used by any person for commercial or political purposes, or to promote any personal causes not related to the business of the PEMPC.

  
Randy Bode, President

  
Gary Pike, Vice-President

  
Janett Hampton, Treasurer

  
Lynn Ketzak, Secretary

1-17-19  
Dated