

## **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 President, Vice-President, Secretary, Treasurer/Membership, League/Tournament, Statistician/Newsletter Editor. (2022)

### **Section 4. Operation**

Business of GLPC will be conducted according to 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. There are no restrictions on non-resident guests during open play time except to follow the 30-minute rule. (2023)

## **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 President 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. Thirty percent (30%) of the members and a minimum of more than fifty percent (50%) of the Board of directors in attendance to establish a quorum. (2023)

## **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 may be 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 President 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) The newly elected director(s) will begin their term immediately following the end of the season banquet and/or awards ceremony.
- (h) All directors in good standing may run for re-election.

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

- (a) President:** Be the presiding officer and official representative of GLPC. Chair, or designate a Chair for GLPC meetings. Be responsible to maintain accurate and complete records of current and past GLPC business. Appoint, with Board approval, interim replacements. Review with Board members the posted court rules.
- (b) Vice-President:** Assist the President by performing those duties as assigned. Attend GLPC Board meetings. If required, fill the vacancy of the President as an acting President as approved by the Board. Perform such duties as assigned by the President.
- (c) Secretary:** Attend all GLPC meetings. Record the Minutes for each GLPC meetings. Responsible for Section 8. Election of Board Directors **(a) and (b)**. Ensure a record is kept of all meeting minutes.
- (d) Treasurer/Membership:** Validate the accounting of monies received and distributed by the GLPC. Shall provide to the President and Board at the GLPC meetings with a report of all the Club's monies received and disbursed. Shall prepare and submit a year end Treasurers' report to the Board and Membership. Authorized to conduct financial business with Golf Lakes Administration. Report to the Board at the GLPC Board meetings, information on Members/Membership. Perform such duties as assigned by the President.
- (e) League/Tournament:** Prepare and monitor sign-up sheet. Formulate league play, player groupings, and arrange substitutions. Set tournament dates, prepare sign-up sheets, and circulate to membership. Arrange player groupings and record game results. Determine winners of tournaments and present prizes. Perform duties as assigned by the President.
- (f) Statistician/Newsletter Editor:** Calculate information regarding league play, tournaments and disseminate that to the members in a timely fashion. Prepare and circulate the GLPC Newsletter monthly during the Fall and Winter playing months. Prepare information for submission to the Banner. Perform such duties as assigned by the President.

### **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. Thirty percent (30%) of the members and a minimum of more than fifty percent (50%) of the Board of directors in attendance to establish a quorum. (2023)

### **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 the President will appoint, with Board approval, the interim member for the remainder of the term. (2023)

### **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 President 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.