

# **SUN CITY GRAND BOCCE CLUB**

## **BYLAWS**

(08/20/2009)

### **Article I – General**

- Section A: The name of the Organization shall be known as the SUN CITY GRAND BOCCE CLUB.
- Section B: The purpose of this Organization is to promote the sport of BOCCE and to develop goodwill and fellowship among the residents of Sun City Grand.
- Section C: These bylaws willfully comply with the Sun City Grand Community Association (SCGCA) bylaws, club rules, regulations, and procedures. In the event of a conflict between these bylaws, the governing documents of the SCGCA shall prevail. Anything not stated in the bylaws shall be referred to Roberts Rules for parliamentary rule.
- Section D: This organization shall be operated as a Non-Profit Organization in accordance with Arizona statutes and the bylaws of the SCGCA. Nonprofit is defined as: With few exceptions, club income should not greatly exceed expenses (operating expenses and capital requirements) resulting in a net operating gain. Where revenues do exceed expenses, the net gain should be used to foster continued club growth and activity. Club dues may be adjusted to comply, or the excess may be donated to the Association Facility Reserve Fund. The Activities Director must approve any other donations.

### **Article II -- Membership**

Section A: Membership shall be open to all members in good standing of the SCGCA, after completing a prescribed training session.

Section B: There shall be no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organization. In some instances, national, state, or regional membership may be necessary to compete in sanctioned tournaments or league play.

Section C: Guest privileges are specified in the rules, regulations, and procedures. Refer to charter club rules and regulations.

Section D: Dues in the SUN CITY GRAND BOCCE CLUB shall consist of an initiation fee and annual dues per person. The dues structure will be reviewed annually by the Club's Board of Directors and approved by a majority vote of the club members attending the meeting after a quorum has been established.

Section E: The following are recommended for club disciplinary action (in case of a serious violation, more appropriate action may be taken):

1. First offense-a written warning from the club.
2. Second offense-a short term suspension by the club.
3. Third offense-a longer term suspension by the club.
4. Fourth offense-termination recommended by the Board President to the Board.

The club may recommend membership termination at any stage of the disciplinary process depending on the level of violation. Any temporary suspension will remain in effect until a final determination is made by the

Board. Any suspended or terminated club member has the right to appeal to the Board of Directors.

## **Article III -- Board Officers**

Section A: Board of Directors: The club board shall consist of a president, vice-president, secretary, treasurer and league coordinator. Newly elected or appointed officers, within 14 business days of taking office, shall read and understand the Association Charter Club Rules and procedures. Submit "CC-5" new club officer form to the Activity Director.

Section B: Election: All officers and directors shall be elected by a majority vote of those present at an annual membership meeting once a quorum has been established, and shall serve without compensation.

Section C: Duly elected officers shall serve for a term of one year. The fiscal year of the club shall be July 1 to June 30. The president shall be responsible for the overall direction of the club, appoint committees, and be an ex-officio member of all committees.

The vice-president shall assist the president as directed and assume the president's duties when required or requested.

The secretary shall be responsible for maintaining the minutes of all club meetings and communications with the members.

The treasurer shall be responsible for maintaining appropriate accounting records, collection of all monies due the club, paying of all bills of the club when approved by the Board, reconcile the bank account, and report to the membership the financial condition of the club.

Any vacancy of an office, for any reason, shall be filled by the Board of Directors to serve until the next regular election.

## **Article IV – Meetings**

Section A: Meeting of the general membership shall be held semi-annually. The Board of Directors may all additional meetings, as needed.

Section B: Notice will be sent by the secretary to all members as to the date of the meetings. Minutes will be taken by the secretary to document all business sessions and approved by the club president. Minutes, as well as other pertinent administrative records, will be retained for a period of three (3) years.

Section C: Voting and quorum requirements:

1. Board of Directors meetings shall be held the first Thursday of the month.
2. Members in good standing shall be allowed one vote on any matter coming before general meetings.
3. A quorum shall be a majority of the members attending a meeting.
4. Stated bylaw provisions take precedence over Roberts Rules; anything not stated in the bylaws shall be referred to Roberts Rules for parliamentary rule.

## **Article V – Financial**

Section A: Financial records will be retained for a period of seven (7) years.

Section B: Any expenditure of over \$500.00 of club funds must be approved by a vote of the membership.

Section C: Financial records must be audited on a yearly basis by individuals other than those elected to the club board. The results of the report of audit will be presented to the general membership and duly recorded in the applicable minutes of such meeting. A copy will be provided to the Activity Director.

Section D: An inventory of all club assets will be maintained by the treasurer. Checks drawn for the payment of club liabilities shall be signed by any two of the treasurer, president, or vice-president.

Section E: A bank account will be opened in the club name at the Sun Country Federal Credit Union.

## **Article VI -- Committees**

Section A: Committees and/or chairpersons may be elected by the general membership or appointed by the club board.

Section B: Permanent committees will include safety and audit.

## **Article VII -- Amendments**

To amend the bylaws of this club requires a two-thirds vote of the membership.

Procedures for filing for amendment(s) are as follows:

1. The Activity Director shall review the proposed amendments prior to submittal to the club membership.
  
2. Proposed amendments shall be well-publicized to the membership one month prior to the vote. All amendments must be voted upon and approved by the membership. Unless specified in the bylaws, a quorum is considered to be a simple majority of the entire membership. If changed in the bylaws, the number selected needs to be as large as can be reasonably expected to be present at all meetings.
  
3. A complete revised set of the club's bylaws will be submitted to the Activity Director for initial approval. The amended bylaws require the approval of the Executive Director prior to implementation. The results and date of the membership vote should be duly noted on the submittal document.

**Article VIII -- Dissolution**

Prior to club dissolution, all property and assets shall be turned over to the SCGCA. In the event that club incurred debts are not satisfied by club assets, members may be held liable.

The undersigned applicants hereby apply for a Club Charter pursuant to the foregoing application and have attached the Initial Membership Roster and club bylaws.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_

President

\_\_\_\_\_

Secretary

**APPROVAL**

The foregoing application and the attached Bylaws are hereby approved and the Charter is hereby granted, subject to The Charter Club rules and procedures and subject to paragraph 10 of the application.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

SUN CITY GRAND COMMUNITY ASSOCIATION. INC.

By \_\_\_\_\_ By \_\_\_\_\_

Activity Director

Executive Director