

## Lake Chelan Pickleball Club Bylaws - Approved May 2024

Bylaws shall be approved at the first annual meeting of the LCPC and can be amended at an annual meeting or a meeting called specifically for that purpose.

### Section 1. PURPOSE

1.1 The purpose of the Lake Chelan Pickleball Club (LCPC) is to promote the sport of Pickleball by:

- Assisting new players in learning Pickleball basics.
- Increasing the skills of participating players.
- Maintaining regular e-mail communications to appraise membership of Club activities. Assisting in maintenance and improvements to the current courts as allowed.
- Creating ladders, tournaments, and other forms of competition to stimulate play.

### Section 2. ORGANIZATION

2.1 LCPC shall operate as a non-profit organization governed by a Board of Directors (hereinafter 'the Board') consisting of a President, Vice-president, Secretary, Treasurer, Communication elected by the membership.

2.2 The Board, at its discretion, may appoint Ad Hoc Committees. The chairperson of said Committee(s) shall be appointed by the Board. The appointed Chairperson shall select his/her committee members.

### Section 3. OPERATION

3.1 Meetings shall be conducted according to Club Bylaws and Robert's Rules of Order.

### Section 4. MEMBERSHIP

4.1 Membership term shall be April 1 to March 31. Membership is open to anyone over age 18 who will abide by the bylaws and the rules and regulations of the LCPC. Membership will be terminated by voluntary withdrawal, nonpayment of Club dues or violation of rules and regulations.

4.2 Paid membership for the current membership year and provision of a signed waiver are required before receiving lessons and subsequent use of the courts during club time.

4.3 Membership dues will be collected starting April 1 of each year. There will be no pro-ration of dues or refunds.

### Section 5. GUEST PRIVILEGES

5.1 Guest play is allowed during club time. Guests are not included on the LCPC insurance policy.

### Section 6. MEETINGS

6.1 There shall be at least one scheduled general membership meeting per year as needed. Members attending shall constitute a quorum for business. Notice will be provided to all members in good standing at least 14 days prior to the meeting.

6.2 Other membership meetings may be called at the president's discretion. The secretary shall notify all members via e-mail two weeks prior to the meeting; such notice shall include agenda, time, date and location of the meeting. Ten percent of the membership and two board members must be in attendance to establish a quorum.

6.3 Board meetings may be called at the president's discretion at any time. One-week notice shall be given in writing with time and place determined by the president. A majority of board members shall constitute a quorum. At the discretion of the president, a board meeting may be determined as an executive session that is closed to all non-board members, per the Revised Code of Washington.

### Section 7. VOTING

7.1 Membership voting shall be by written ballot/voice/hand vote at any meeting. A simple majority shall prevail of those voting in person. This procedure does not apply to removal of officers.

7.2 Where voting is restricted to Board members, the president shall break a tie vote.

## Section 8. ELECTION OF OFFICERS

8.1 The president shall solicit the Club for nominations to board positions at least four weeks prior to the meeting at which officers are elected. Any member in good standing may be nominated with a deadline of one week prior to the annual meeting. Self-nomination is acceptable.

8.2 All officers are elected for two-year terms and may run for re-election.

8.3 There shall be staggered terms. After the first year, two members step down. The following year three members step down. All would be eligible to be nominated and re-elected with no term limits.

8.4 If there are no objections, the Board member(s) elect may be voted in by motion, second, approval.

8.5 Vacancies on the Board shall be appointed by the President.

## Section 9. DUTIES OF OFFICERS

### 9.1 PRESIDENT

- Shall preside over meetings.
- Shall call meetings as necessary.
- Shall act as spokesperson for the LCPC
- Shall be authorized to sign checks drawn on LCPC bank account.
- Shall appoint, with board approval, an interim replacement in the event of a board member's inability to serve his/her term.
- Shall oversee the activities of other officers.

### 9.2 VICE PRESIDENT

- Shall perform the duties of president in the event of the president's absence.
- Shall be authorized to sign checks drawn on LCPC bank account.
- Shall assist with court maintenance as needed, review court utilization and work with the Owner on LCPC and Owner's needs.
- Shall solicit club members who may provide lessons and coordinate seasonal events.

### 9.3 SECRETARY

- Shall keep minutes of all meetings.
- Shall be responsible for the distribution, receipt, tally, and destruction of all ballots.
- Shall conduct all correspondence relating to Club business.
- Shall maintain up-to-date waivers and membership forms from all LCPC participants

### 9.4 TREASURER

- Shall receive and deposit all funds due to LCPC.
- Shall maintain detailed expense reports and submit reports to the Board and membership as directed by the Board.
- Shall be authorized to sign checks drawn on the Club's bank account.

## Section 10. REMOVAL OF OFFICERS

10.1 Any member in good standing may propose the removal of an officer.

Such action requires a petition signed by at least twenty-five percent of the membership.

The Secretary shall certify the petition by comparing signatures with the active member list and shall call for a meeting.

10.2 A two-week notice to the membership is required. At the meeting, the reason for the removal shall be presented and the officer in question shall be given an opportunity to be heard. Thereafter, the highest-ranking club officer not under discussion shall call for a show of hands. A simple majority of those in attendance prevails.