

Heritage Placer Vineyards Bocce League Bylaws

ARTICLE I- GENERAL

Name: Heritage Placer Vineyards Bocce League (aka Heritage Bocce League or HBL). We are a 501c7 tax exempt social organization.

Purpose: The Heritage Bocce League (HBL) exists to promote recreational bocce play, strengthen community engagement, and provide fair, structured play for Heritage residents.

Fee: A fee to play per season will be charged to cover expenses and provide funds for court upkeep and improvements.

Activities:

Activities of the Bocce League may include (but are not limited to) the following:

1. Team Play. League type play of teams formed within the HBL.
2. Social activities for members.
3. Fund-raising activities for Bocce events.
4. Make improvements to League Play.

Game Rules

Bocce games played on the Bocce courts at The Forum will be played using the League's published set of rules. These rules will be updated over time and will be made available to members at hbl55.com.

ARTICLE II - MEMBERSHIP

Membership shall be open to all HPV residents.

ARTICLE III - LEAGUE BOARD

The League Board will consist of a minimum of five (5) members: 4 officers consisting of Chair, Co-chair, Secretary, -Treasurer. The Board will have the ability to recruit replacement of additional members as needed. Board members may be added or removed with approval from this Board. Board members will serve for a specified period of time (see below) unless they resign or are removed.

League Board officers shall be elected by a quorum which is 4 members or $\frac{2}{3}$, whichever is greater vote of those present at a membership meeting once a quorum has been established. The League Board may appoint officers to fill an unexpired term.

Terms of Office:

All officers are elected for up to (3) years and can succeed themselves provided they receive a majority vote of those in attendance at the election. Staggered terms are recommended for continuity.

Duties and Responsibilities:

Chairperson: Shall preside over all Committee meetings and General Meetings and be accountable for the administration of League business. The Chair shall carry out the League direction and policies and shall work with Committee members and the HOA board liaison.

Co-chair: Shall perform all duties of the League Chair in the event of the League Chair's absence to perform and shall also perform other such duties and responsibilities as may be assigned by the League Chair.

Secretary: Shall keep the League's records, issue notices of all meetings of the Committee or General Membership, shall keep minutes thereof, conduct all correspondence relating to the League's business, and furnish whatever reports to the HOA or other persons or organizations as may be required.

Treasurer: Shall maintain the bank account, including deposits from website and pay all obligations that may be incurred by the Committee in the regular course of League business. Provide financial reports as may be required at all meetings. The Treasurer will also prepare and submit Year End Reports and maintain each years' financial

records and coordinate with the accountant for preparation of Income Taxes as a tax exempt organization, 501c7.

Other Committee Members: Will handle duties assigned by the Chairperson for the functioning of the Board Committee including in such areas as IT, rules compliance, website, email lists, social media, updates, and communications to members.

ARTICLE IV - MEETINGS

League Committee Meetings: The Chair may call meetings of the Committee at any time by giving notice orally, in writing, or email and shall determine the time and place of such meetings.

Meetings of the Members: Board will hold regular meetings at the end of each season to inform the community of recent league play, updates including financials if needed.

ARTICLE V - FINANCIAL

Non-Profit Status: This League shall be operated as a Non-Profit Organization as a 501c7. Nonprofit is defined as: With few exceptions, club income should not greatly exceed expenses (operating expenses and capital improvement requirements) resulting in a net operating gain. Where revenues do exceed expenses, the net gain should be used to foster continued club growth and activities.

Maintenance of Financial Records: Financial records and related documentation must be kept for the 7 previous years and the current year and shall be maintained by the Treasurer.

Expenditures: Any unbudgeted expenses over \$100 must be approved by a quorum. Unbudgeted expenditures must be approved by a majority vote of the quorum.

Reimbursements: Signatories are required to request reimbursement for their own expenditures from a second signatory.

Financial Records: Qualified persons or organizations, at the discretion of the League Board, may audit the club's financial records..

Annual Budget, Cash, and Inventory of Club Assets: The League Committee shall prepare an annual budget to be presented to the General Membership at a regularly

scheduled membership meeting. All funds/revenues shall be deposited in a bank account established in the League's name as may be necessary in the opinion of the Committee to properly conduct the Committee's business. The Treasurer shall keep appropriate receipts and invoices covering all such transactions as part of the club's financial records. The Committee shall designate not less than two members as persons authorized to sign checks drawn from the club's bank account(s) preferably the Treasurer and the Chair. All League assets shall be physically inventoried at least once annually and the Treasurer shall maintain a written record.

APPLICABLE SIGNATURES:

FOR THE LEAGUE:

League Chair: Name

League Chair: Signature Date

Updated: June 20, 2025