

BYLAWS OF THE KINGMAN PICKLEBALL CLUB

Article I: Name

The name of the club is the Kingman Pickleball Club. The Kingman Pickleball Club conducts business and plays the game of Pickleball at Centennial Park, located in Kingman, AZ.

Article II: Purpose

The purpose of the Club is to:

- a. Promote and enhance the sport of pickleball among people of the community.
- b. Enrich players enjoyment of the game.
- c. Encourage camaraderie among players.
- d. Provide members opportunities to learn and improve their game.
- e. Maintain high standards of safe play.

Article III: Membership and Conduct

A. Eligibility

- a. Club membership shall be open to all individuals.
- b. The board will ensure member standing with Kingman Pickleball Club by submitting a membership roster to Kingman Pickleball Club whenever required or requested.

B. DUES (Amendment)

- a. Dues will be determined annually by the Board.
 - i. The annual dues have been set at \$15.00 per year per person.
- b. Increases in the dues must be voted upon at a Club membership meeting and must be approved by the majority of the members in attendance after a quorum has been established.
- c. Annual Club dues are from the period July 1 thru June 30th of each year.

C. Expectation of Members

- a. Members are expected to volunteer at Club events when possible.
- b. Members shall demonstrate good sportsmanship and respect for others.

D. Safety

- a. Kingman Pickleball Club places a premium on safety and will work with the City of Kingman to address safety issues in a prudent and responsible manner.

Article IV: Board of Directors

- A. The Board of Directors (Board) shall consist of four Executive Board Members, namely the President, Vice President, Secretary, and Treasurer and six Members at Large. Elected terms will be from July 1 thru June 30th of each year. (Rotating two year terms) Board members must be present at 70% of the meetings.
- a. President – shall set the monthly meeting agenda, run the meetings and delegate any other tasks as necessary, including assigning willing members as Chairperson(s) of organizing individual committee events. Two Year Term.
 - b. Vice President – assist the President; perform duties of the President in the event of the President’s absence or inability to perform and shall also perform other such duties and responsibilities as may be assigned, with Board approval, from time to time by the President. Two Year Term.
 - c. Secretary – shall keep the membership rolls, publish the minutes of the meetings and distribute minutes to the active members, along with any official communications from the Club. The Secretary is not required to publish agendas in advance of the meeting unless there is line-item or topics requiring Special Notice as defined and required by these bylaws. Two Year Term.
 - d. Treasurer – shall receive money, prepare expenditures at the recommendation of the Club and be responsible for timely maintenance of the financial records of the Club. The Treasurer must give a financial report at every regular meeting or delegate the task as needed. Funds shall be deposited to the Club’s designated bank and disbursements shall require one signature out of the four registered signers. Reconciliation reports must be signed by two Board members. Two Year Term.
 - e. Members at Large – shall be Club members approved by the Club members. (Two year terms)
- B. Vacated Board Positions
- a. In the event a board member is unable to fulfill their elected term, they should submit a written resignation to the Board.
 - b. The Board may vacate a position if the Board member is unable or unwilling to perform the duties.
 - c. The Board shall notify the Club membership of the vacated position in a timely fashion.
 - d. With the exception of the President, (who would be replaced by the Vice President) the Board of Directors shall appoint a replacement to serve the balance of the term, provided there is less than six months left in the term.
 - e. If there is more than six months remaining in the term, a Board election with membership voting is required.

Article V – Meetings

- A. Regular Board meetings are held the 1st Saturday of each month after open play. This is subject to change for venue or timing of scheduled events.
 - a. The Secretary will advise of any rescheduled Regular Board meetings at the earliest convenience and may, as a courtesy, remind members of upcoming meetings regularly scheduled.
 - b. Special meetings may be called for any necessary purpose. The Secretary will notify active members of time, place, venue and purpose of any special meetings called.
- B. Notification – the Secretary is not required to publish an agenda in advance of a meeting as long as there is only routine business to be discussed or voted at the meeting.
 - a. Special notice – for any business involving officer selection, officer removal, Club disbanding, or bylaws adjustments.
 - i. Special notice is defined here as at least 2-days notice in advance of the regular or special meeting, with the agenda line-item disclosed so the members can attend and participate specifically in Club administration matters. The Secretary is required to provide Special Notice although another Officer can do so if the Secretary is unable.

Article VI – Election of Officers

- A. Duration of Terms – All elected officers shall serve for two years in their roles, with the opportunity of reelection as this promotes increased familiarity with events and organizational processes to help the Club improve events annually.
- B. Vacancies for Officers will be filled by a vote of the members present at the meeting with Special Notice given. The President will assist with finding candidates for filling vacancies and will further structure any election required if there are multiple candidates, whether the voting be written/verbal, secret/open or other criteria with a “majority rules” to determine who wins the office.

Article VII – Quorum Requirements

- A. Quorum calculation – a quorum will be ½ of the Board members, including officers.
- B. Proxies – Active members who are not available to attend a vote in person may notify the Secretary in advance of the meeting with their proxied vote in writing to be included in a quorum.
- C. Quorum Requirements – quorum requirements apply to Officer removal, Club disbanding and bylaw amendment votes.
- D. Non-Quorum Votes – Routine business matters or events planning may be determined by a simple majority of Board members present at a regular meeting, including Officers, with no quorum count required.

Article VIII – Club Finances

- A. The fiscal year shall be July 1 thru June 30th of each year.
- B. Signing Checks – One individual shall be required for signing checks to disburse funds; signers shall be the Officers and the Designated Director. The Treasurer and one other individual will be responsible for monthly reconciliation of financial account.
- C. Permissions – votes shall be taken by the Club to disburse funds as appropriate, however funds may be authorized for spending by virtue of disclosure of a need to buy reasonably expected items for a specific event. Due to the nature of events planning, general explanations of types of expenses will suffice (“for advertising”, “for plates, cups, spoons”, “for pickleballs”) so long as the disclosures are made in good faith and actual costs remain reasonable when spent. Every effort should be made to keep members informed of the general cash outlay required without disrupting event planning by demanding exact amounts, although budget ranges can be established where appropriate for large-ticket items or a Club donation to some other group.
- D. Exceptions – Discretionary spending in the ordinary course of business, not to exceed \$50, shall be allowed without member discussion.
- E. Compensation – no member may be paid a salary, commission or bonus for participation in Club events, although they may be reimbursed for approved expenses and providing materials to be consumed in the course of an event.

Article IX – Duration of the Club

- A. The Club is hoped to continue indefinitely, with the intention of ongoing pickleball events and various get-togethers for the future, even if the exact form and content of the activities may need to adapt with the times and changing needs of the Club.
- B. Disbanding – in the event there is nobody willing to serve as Officers, and an overall Club membership desire to disband the Club, the funds shall be depleted by donation(s) or gift(s) to a like-minded organization that will spend them in a manner aligned closely with the Kingman Pickleball Club mission. Any assets or property (nets, balls, etc.) may also be given away in some manner that will benefit the “intended recipients of the Club’s events where the item would have been utilized.” Distribution of cash and tangibles must be agreed by a quorum vote. No cash may be distributed to members for personal payouts under any circumstances while disbanding.

Article X – Bylaws Review and Amendment Procedures

- A. The Club Bylaws can be amended at any time by a vote of the quorum of Board members present at a meeting where the active members received Special Notice for the meeting stating intention to modify or change the bylaws.