

Brunswick Forest Pickleball Club Bylaws

Enacted October 5, 2013
Amended May 21, 2018
Amended 2022

Article I – Name

The name of this organization shall be the Brunswick Forest Pickleball Club (BFPC).

Article II – Purpose

The BFPC is a social organization formed to promote the growth and enjoyment of pickleball for the residents of Brunswick Forest.

Article III – Membership

Section 1: All residents or property owners of Brunswick Forest are eligible to become members.

Section 2: Members shall abide by the BFPC's Bylaws, policies and procedures and will have the opportunity to actively support and participate in BFPC functions. Members shall also abide by the Brunswick Forest Master Association (BFMA) facility rules.

Section 3: Annual dues may be established by the Board of Directors for each calendar year and must be paid to participate as a full member of the BFPC. Dues may only be raised upon approval by a majority vote of the Board of Directors in a vote on the matter at the Annual Meeting.

Section 4: Membership in the BFPC shall be terminated by voluntary withdrawal or by nonpayment of dues within 60 days of the due date.

Section 5: Violation of the provisions of these Bylaws, or violation of policies and procedures promulgated by the BFPC may result in involuntary termination of membership. The Board of Directors will establish the necessary policies and procedures to effect this provision.

Article IV – Board of Directors

Section 1: The Board of Directors (Board) shall be elected from among the membership by the membership at the Annual Meeting. The term of the Board shall be two (2) years for the purpose of continuity, except that the Vice President shall automatically become the President following the completion of one (1) year as Vice President, unless the Board decides otherwise.

The term of a newly elected board member begins on January 1 and ends on December 31. A board member must be re-elected after serving a two-year term. There is no limit on the number of terms served, and the President may be re-elected to the Board in another capacity.

Section 2: The Board shall consist of seven (7) members and include the following positions: President, Vice President, Secretary, Treasurer, Director of Communications, Director of Programming, and Facilities Director. See detailed job descriptions on the BFPC website, bfpickleball.org

Within two (2) weeks of being elected, the Board shall meet and make the determination as to the roles each of its members will assume. Once that decision has been made, notice will be provided to the full membership.

Section 3: The Board shall have the overall governing authority, consistent with the BFPC Bylaws, and shall appoint any committees deemed necessary to carry out the functions and objectives of the Board.

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The proposed activities of each committee shall be presented to the Board for review and approval prior to implementation. No individual board member has authority to make a committee decision without majority board approval.

Section 4: A vacancy on the Board may be filled by an appointment by the President for the remainder of the term. However, the Vice President shall assume the Presidency should a vacancy occur in that office.

Article V – Meetings

Section 1: The Board shall meet on a monthly basis and for special or emergency meetings called by the President and shall always follow Robert's Rules of Order. A majority of the Board must be in attendance to constitute a quorum for voting purposes. Notice of meetings with an agenda will be made available to all BFPC members on the Club's Facebook Page and/or the Club's website (bfpickleball.org) at least one week prior to regular monthly meetings and with as much time as possible before all special or emergency meetings.

The Board shall establish procedures under which electronic or telephonic participation may be appropriate and/or allowed in lieu of a Board member being physically present.

Section 2: BFPC members may attend all meetings, except as noted below, for the purpose of understanding the actions that the Board is taking on behalf of the members, and for the members to present to the Board any items of concern that may help improve the operation of the BFPC for all members.

BFPC members may not attend any emergency or special meetings that pertain to the Board's discussion of personal matters regarding any member of the BFPC.

Section 3: An annual General Membership Meeting shall be held for the primary purpose of electing officers. The meeting shall be held during the first two weeks of November with the date, location, and time to be announced by the President at least four weeks prior to the actual meeting.

Article VI – Election Procedures

Section 1: A Nominating Committee of at least three (3) and no more than five (5) BFPC members who are not Board members shall be appointed by the Board at least 60 days prior to the annual General Membership Meeting. This committee will be charged with soliciting, receiving, and then announcing all the nominations for each office no later than 30 days prior to the annual General Membership Meeting. The Board shall ensure that the general membership receives notice of the establishment of a Nominating Committee, including the names of the committee members and their contact information. The Nominating Committee will also administer the election at the general meeting, tally the votes for each office, and present the election results to the President.

Votes will include those present at the Annual Meeting and those received by email from members in advance of the Annual Meeting. Emailed votes must be received by the Nominating Committee Chair no less than 48 hours in advance of the start of the Annual Meeting.

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In order to establish the BFPC, an initial Nominating Committee shall consist of five (5) volunteers chosen by the Bylaws Committee. The Nominating Committee shall solicit a slate of no less than six (6) individuals willing to serve on the Board of Directors. Good-faith efforts will be made to ensure that all interested parties are aware of the nomination process, potential candidates for office, and the date, time, and location of the election. The election of the first Board of Directors will proceed in an expedited fashion, and consist exclusively of votes cast by persons present on the date, time, and location of the election.

Section 2: All members of the BFPC are eligible for election, and there shall be no minimum number of nominations for any candidate in order for the candidate to be considered for election by the membership.

Section 3: Upon receiving the tally of votes, the President will announce the results of the election at the annual General Meeting. If an office is unfilled, the Board shall appoint a BFPC member to the vacant position.

Article VII – Fiscal Year

The fiscal year of the BFPC shall start the first day of the calendar year and conclude on the last day of the calendar year.

Article VIII - Amendments

Section 1: Any member of the BFPC may propose an amendment to these Bylaws. The proposed amendment shall be delivered to the President or Secretary in writing with supporting documentation, as needed.

Section 2: Within two (2) months of receipt, the proposed amendment must be voted on by the Board at a regular meeting. If approved, the proposed amendment shall then be presented to the BFPC membership for approval at a special meeting called for such a purpose. Notice of said meeting must be distributed to all members at least 30 days in advance specifying the nature of the proposed amendment.

Section 3: A two-thirds majority vote of the membership participating in person or by email shall be required to adopt any amendment to the Bylaws.

Article IX – Reconsideration and Recall

Section 1: Should any member request an action by the Board and have it denied, upon the presentation of a petition signed by two-thirds of the membership, the Board shall be required to hold a special meeting within 30 days of the receipt of the petition to reconsider their previous decision.

Should the Board continue to deny action on the member request at the special meeting and subsequently receive a petition signed by two-thirds of the members requesting additional reconsideration, a Special Election will be held and the vote of the members participating in person will be final. The Special Election vote will be tallied by two (2) members of the Board appointed by the President and two (2) BFPC members who signed the petition appointed by the President.

The results of the Special Election will be communicated to the membership by the President.

Section 2: In the event that there is a perceived need to recall an elected officer, a Special Election will be held within 30 days of the receipt of a petition signed by two-thirds of the membership requesting the recall of the elected officer. The results of the vote of members voting in person shall be final.

The President shall appoint an ad hoc committee of three (3) non-Board members to conduct and tally the votes of a Special Election related to the recall of an officer. The results of the vote will be communicated to the membership by the President. If an officer was recalled as a result of the vote, the vacancy will be filled as noted in Article IV, Section 4 and VII, Section 3.

Article X – Dissolution

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for religious, charitable, educational, scientific or literary purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Code as the Board of Directors shall determine, or to federal, state, or local governments to be used exclusively for public purposes.

Any such assets not so disposed of shall be disposed of by the Superior Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organizations, such as the court shall determine, which are organized and operated exclusively for such purposes, or to such governments for such purposes.