

Southeast Texas Pickleball Club aka SETX PBC

EIN# 93-3578158

BY-LAWS

Revised July 1st, 2024

ARTICLE I - Organization Name

The name of this organization shall be Southeast Texas Pickleball Club aka SETX Pickleball Club. This club will operate as a non-profit organization and accordingly has a tax-free Federal Identification Number and by-laws. When revenues exceed expenses, the net gain will be used to foster continued club growth and activity.

ARTICLE II - Objectives

The objectives of SETX Pickleball Club are:

To grow the game of pickleball in Southeast Texas and local surrounding areas for the health and well-being of its members through competition, enjoyment of belonging to a community of pickleball enthusiasts, and improving our neighborhoods by providing pickleball facilities.

Methods to achieve these objectives include:

- Social and competitive pickleball events
- Intra and inter club pickleball events
- Clinics, training sessions and demonstrations to enhance member pickleball skills

ARTICLE III - Membership

Section 1: Any person is eligible to become a member by subscribing to its By-laws and by payment of dues as hereinafter provided, and shall be eligible for all competitive play and activities. There shall be no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organizations.

Members are encouraged but not required to join USA Pickleball.

Section 2: SETX Pickleball Club shall have an Operating year from January 1 through December 31.

Section 3: Membership can be suspended for an individual for designated temporary periods by majority vote of the Board and a suspended member shall not have the right to play in any SETX Pickleball Club events during the suspension.

Section 4: Unless suspended pursuant to Section 3 above, any member with dues paid up to date shall be in good standing and entitled to vote at membership meetings of SETX Pickleball Club and to participate in all SETX Pickleball Club events upon compliance with regulations under which such events may be held.

Members may vote on all issues presented at membership meetings.

ARTICLE IV- Dues

Section 1: Annual dues of **\$00.00** shall be required to be eligible for full participation as a member of this club. The dues will be payable upon joining and renewable on January 1 of each year. The annual dues amount may be changed at any time by a majority vote of the SETX Pickleball Club Board.

Section 2: Members shall pay the full current year's dues when joining before July 1. Membership dues for members joining SETX Pickleball Club on or after July 1 will be 50% of the annual dues for the remainder of the calendar year.

ARTICLE V - Board and Officers

Section 1: The (4) Officers of SETX Pickleball Club shall be: the President, Vice-President, Secretary, and Treasurer and (7) additional members-at-large shall comprise the Board. All must be members in good standing pursuant to Article III. The officers and directors shall be elected at the Annual Membership meeting, shall assume office on January 1, and shall serve for a period of one year. The Annual Meeting will be held in November or December at a date determined by the President.

Board members may be assigned Director roles as follows:

Director of Competition (Tournament Director), Director of Socials and Membership, and Director of Communications and Promotions.

Section 2: The Board shall have supervision and control over all affairs of SETX Pickleball Club and shall have the power to:

- A. Make and amend rules for the conduct of pickleball tournaments and social affairs that SETX Pickleball Club may sponsor.
- B. Represent SETX Pickleball Club to the management, staff, and contractors of other public and private entities with regard to SETX Pickleball Club objectives. Any substantive agreement made with any other organization must be put in writing for the SETX Pickleball Club files.
- C. Raise funds through: 1) annual dues assessments 2) charging fees for SETX Pickleball Club tournaments and social events 3) sponsorship of pickleball tournaments or other activities that appropriately promote the objectives of SETX Pickleball Club 4) Donations 5) Advertising
- D. Expend funds for the operations of SETX Pickleball Club, including expenses for SETX Pickleball Club tournaments and social events, and to promote the objectives of SETX Pickleball Club.
- E. Make appropriate donations to charitable organizations.
- F. Arbitrate and implement all rules and rules interpretations as described in the USA PICKLEBALL

OFFICIAL TOURNAMENT RULEBOOK.

Section 3: All Board members are to attend monthly meetings. If unable to attend, notice is to be given to the Board in advance of the meeting.

ARTICLE VI - Board Member Duties

Section 1: **PRESIDENT:** The President shall assume Club leadership, preside at Annual and special meetings of SETX Pickleball Club and at all Board meetings. The President shall appoint chairs of committees, call special meetings as needed and be a spokesperson for the Club in communicating with other clubs and Clubs and government entities. The President shall be an ex-officio member of all committees. The President shall also be responsible for issuing guidelines and rules for the Club's activities on items not covered by the Club by-laws. The President shall be responsible for reporting membership feedback with regard to facilities and club operation.

Section 2: **VICE-PRESIDENT:** The Vice-President shall, in the absence of the President, perform all the duties of the president's office. The Vice-President shall be an ex-officio member of all committees.

Section 3: **SECRETARY:** The Secretary shall record the minutes of the SETX Pickleball Club Board meetings and other meetings of SETX Pickleball Club and provide those to all members of the Board. Copies of all correspondence shall be given to the President.

Section 4: **TREASURER:** The Treasurer shall collect all funds for SETX Pickleball Club and disburse funds as directed by the Board. The Treasurer shall record and maintain SETX Pickleball Club financial accounts in files belonging to SETX Pickleball Club, which shall be kept at all times open to inspection by the Board. The Treasurer shall make a written report of the financial condition of SETX Pickleball Club at each monthly meeting reflecting all pertinent funds collected and dispersed. Annually or as otherwise required, the Treasurer shall submit documents required by the IRS. The Treasurer shall maintain a history of financial documents to comply with IRS requirements. The Treasurer will prepare an Annual Budget for review and present monthly status reports.

Section 5: **DIRECTOR of COMPETITION:** This Director shall be responsible for managing competitive events determined by the board. The Competition Director shall be responsible for maintaining event rules and informing the membership appropriately. The Competition Director shall be responsible for coordination of training and clinics to allow members to enhance their skills and also to recruit new members for SETX Pickleball Club.

Section 6: **DIRECTOR of SOCIALS and MEMBERSHIP:** This Director shall plan and execute social activities for the Club. This Director shall maintain membership records and roles and encourage new memberships. This Director shall also be responsible for coordination of all food and beverage servings at SETX Pickleball Club events.

Section 7: **DIRECTOR OF COMMUNICATION:** The Director of Communication shall oversee the creation, maintenance and use of website, internet, social and printed media for SETX Pickleball

Club, develop and supervise the use of SETX Pickleball Club's logo in advertising and communications and develop sponsorship and fundraising programs and manage relationships with key sponsors and donors.

Section 8: VACANCIES and REMOVAL:

In the event that a Board member is not attending meetings or not fulfilling the duties of their position as defined by the job description, such members can be removed by resolution and majority decision of the other board members.

The President, with the approval of a majority of the Board, may appoint for a term not to exceed the duration of the current term, any member of SETX Pickleball Club in good standing to fulfill the duties of any Officer or Director when a vacancy exists. Such appointed person may, but need not, be an elected member of the SETX Pickleball Club Board. In the event that the office of the President is vacant, the Vice-President shall become the President.

ARTICLE VII: ACCOUNTING

Section 1: SETX Pickleball Club shall maintain a checking account with an independent bank determined by the SETX Pickleball Club Board.

Section 2: Board members are the only SETX Pickleball Club members authorized to charge items to the bank account.

Section 3: The signatures of President, Vice-President or Treasurer shall be the authorizing signatures of the checking account. Two approvals will be required on expenses with an amount over \$200.

Section 4: The Director of Social and Membership shall be given a debit card in order to purchase food and beverage as the role requires. The card will have a limit of \$200 per transaction.

Section 5: Association may opt by board majority vote, to pay reasonable compensation for services rendered, to directors, board members or consultants.

ARTICLE VIII - Meetings

Section 1: The Board shall hold regular monthly meetings at a place and time to be determined by the President.

Any member in good standing may attend Board meetings, but only Board members may vote. A majority of the Board members must be present at Board meetings to constitute a quorum which is necessary to conduct the meeting. A majority vote of the attending Board members is required to pass any proposal that is presented at such Board meeting.

Section 2: The Annual meeting of SETX Pickleball Club membership shall be held in November or December of each calendar year. Notice of the time and date of the Annual meeting shall be communicated to

SETX Pickleball Club members via email and/or publication on the SETX Pickleball Club website at least one month prior to the meeting. A majority vote of the attending SETX Pickleball Club members is required to pass any proposal that is presented at an Annual meeting.

Section 3: Special Board meetings may be called at any time by agreement of a quorum of the Board or by order of the President. In the event the President or a quorum of the Board deems a Special meeting of the Board not practical, any issue requiring timely approval of the Board can be communicated by soliciting votes from all Board members via email. Approval shall require a majority of the Board members.

Section 4: Special meetings of the SETX Pickleball Club membership may be called by the President or by a quorum of the Board by giving one month notification to the membership. Such meetings may be held in person or virtually with voting by roll call to be recorded by the Secretary.

Section 5: All meetings, whenever practical, should be conducted according to "Robert's Rules of Order."

ARTICLE IX - Elections

Section 1: SETX Pickleball Club shall hold its Board Member election at the Annual membership meeting. Notice of the time and issues to be addressed shall be given each member according to the notice requirements of Article VIII.

Section 2: Prior to the Annual SETX Pickleball Club Membership Meeting, the Board shall announce its nominations for each position on the Board for the coming year. Nominations may also be made from the floor at the Annual meeting, with the nominee's approval. To be eligible for nomination, a member must be in good standing.

Section 3: Term of Office:

No Board Member shall serve as President more than three consecutive years.

No Board Member shall serve as Treasurer more than three consecutive years.

A three-consecutive year service limit by any Director is encouraged, but not mandatory.

Article X - Amendments

These By-laws may be amended at any Annual or Special meeting provided notice of the proposed amendments shall have been provided to each member via mail, email, and/or posting on the SETX Pickleball Club website and social media outlets at least one month prior to the meeting. Adoption of any amendment shall require a two-thirds affirmative vote of the membership present.

Article X - Dissolution

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

APPLICABLE SIGNATURES

President _____

Date _____

Vice-President _____

Date _____

Sec / Treas _____

Date _____