

TENNIS CLUB OPERATING PROCEDURES

Effective Date: July 17, 2025

Membership Meetings

1. There will be at least two membership meetings during the calendar year.

Board/Club Officer Meetings

1. The club will hold at least two Board/Club Officer meetings a year.

Special Events

1. There will be at least two special events (e.g., social events, tournaments) during the calendar year.

Dues: Shall be \$15 a year.

Elections of Officers

1. Club elections will be held in December.
2. Elected officer positions will be President, Vice President, Treasurer, and Secretary.

Group Leader Responsibilities

1. A Group Leader will acknowledge and accept responsibility to ensure that:
 - a. All participants are club members, or a resident non-club member guest who has not attended more than 2 club functions, and
 - b. All participants have checked in individually with the fitness monitor before playing.
 - c. Non-resident guest passes are used if required.
 - d. Priority is given to resident club members and resident non-club member guests, who have not attended more than two club functions, if they request to play when the number of people who can play is limited.
 - e. All participants follow proper decorum and safety protocol.
 - f. Any observed damage or hazard on the tennis courts making tennis play unsafe must be reported to the fitness monitor and play on the court must be stopped immediately.
 - g. As a courtesy to other residents, as soon as possible, the fitness monitor is advised of any change in the number of reserved courts needed (e.g., when fewer courts are actually needed at the time of play than what was originally reserved).
2. If a group leader fails to abide by the above procedures, the group will lose the reserved club time until a new group leader comes forward and assumes the responsibility of a group leader.

Club Time

1. "Club Time" refers to the day(s)/time(s) Sun City Summerlin (SCS) tennis courts are approved for members' use by the Sun City Summerlin Community Association Inc. (SCSCAI).
2. The Tennis Club Board must approve membership reservations. The schedule of reserved tennis courts must be posted at the fitness monitor stations and on bulletin boards at SCS's tennis facilities by a Tennis Club Board representative.
3. Any tennis club member may request reserved club time on specific days/times. The requestor shall be designated the Group Leader for the reserved court time. Approval will include consideration of various factors such as:
 - a. Court availability.
 - b. Composition of the Group playing during the reserved club time. At least 75% of the players with a Group during reserved court time must be either club members or SCS residents playing during one of their two trial opportunities to join the club, [See above under Group Leader Responsibilities.]
 - c. Prior violations of Group Leader responsibilities by the requestor.
4. Appeals/challenges regarding decisions concerning dates/times associated with "Club Time" shall be submitted in writing to the Tennis Club's Board for resolution.

SCS Tennis Club Teams

1. Club time used for tournaments, practices and/or warm-ups involving a SCS league team will not be scheduled before 10 a.m.
2. Any club member may seek to establish a SCS Tennis Club Team. Those who do and who wish to use club time during league play, tournaments or team practices must first receive approval from the Tennis Board.
3. Since SCS Club members have priority as team participants on a SCS league team using club time, the Tennis Club Board will notify and invite all club members to sign up for the team. The Tennis Club Board will establish a reasonable deadline for this purpose. Interested club members must respond by the established deadline. After the deadline has passed, non-residents may be invited to join the league team but shall not exceed 50% of the team's participants and must be checked in with a guest pass.
4. Reciprocal play is permitted only between officially recognized Clubs that are part of a Homeowners Association (HOA). To qualify, the visiting players must be active members of a Club that is affiliated with another HOA, and a formal reciprocal agreement must be in place and documented in writing. Clubs or groups not affiliated with a HOA do not qualify for reciprocal privileges. Individuals from such groups are considered guests and must obtain a guest pass to use our courts.

Club-Specific Policies

1. The event coordinator(s), in association with the Tennis Board, will schedule and plan activities for the club.
2. A tennis club member may coach other tennis club members provided it is done free of charge and during Club time.

Guest Passes

1. A non-resident guest may visit (attend) a club function, as often as invited by a club member, provided the member checks his/her guest in with a guest pass.
2. Members of the Club or owners and residents of the Association have priority over non-residents who are guests of a Club member when an activity is limited to the number of people who can participate.