

CORONADO TENNIS ASSOCIATION

BY-LAWS

ARTICLE I. NAME

Section 1. The name of the organization shall be the Coronado Tennis Association, Coronado, California.

ARTICLE II. PURPOSE

Section 1. The purpose of the Association shall be to promote the game of tennis in the City of Coronado, to encourage competitive play among its members, and between members of similar groups, to assist in the development of promising Coronado Juniors, and to support the maintenance of the City-owned facilities within the City of Coronado.

ARTICLE III. DIRECTORS

Section 1. The Board of Directors shall consist of seven (7) members. The term of a Director shall be three years, except in the first election after the adoption of these By-Laws, Directors may be elected in irregular number or for shorter terms in order to establish the rhythm of up to four new Directors each subsequent year. Directors shall be allowed to serve more than one consecutive term if nominated and subsequently elected. (amended 12/09/01)

ARTICLE IV. OFFICERS

Section 1. The Officers of the Association shall be a President, a Vice-President, a Secretary, and a Treasurer, all of whom shall be selected annually by the Board of Directors from their number.

ARTICLE V. DUTIES AND RESPONSIBILITIES OF OFFICERS AND DIRECTORS

Section 1. The Board of Directors shall be the governing body of the Association. It shall have the power to enter into contracts, receive and disburse funds, and in all lawful ways pursue the purposes of the Association. The Board of Directors shall hear and approve of the acts of its officers. It may establish rules and regulations, and interpret them, for the orderly conduct of members' tennis activities.

Section 2. The President shall preside over all meetings of the Association and of the Board of Directors, shall call special meetings, have general supervision over all of the affairs of the Association and shall be ex-officio member of all committees.

Section 3. The Vice-President shall perform all of the duties of the President in his/her absence. In the absence of both the President and the Vice-President, the Board of Directors shall select a Chairperson to perform the duties of the President.

Section 4. The Secretary shall keep a record of all of the proceedings of the Board of Directors and of the meetings of the membership. The Secretary shall issue the notice of the annual and any special meetings to the members of the Association.

Section 5. The Treasurer shall be responsible for all funds of the Association, shall keep proper record of all receipts and disbursements, pay all bills as authorized by the Board of Directors and make reports to the Board of Directors as requested.

ARTICLE VI. MEETINGS OF THE BOARD OF DIRECTORS

Section 1. Regular meetings of the Board of Directors shall be held once a month at such time and place as may be designated by the President. (amended 12/13/03) The Board may elect to cancel up to four monthly meetings per year if there is no urgent business to conduct. Four members of the Board of Directors shall constitute a quorum at a meeting. A Board member may be removed by a simple majority vote of the Board if the member is absent from more than six meetings in any twelve month period.

Section 2. At the first meeting following the annual membership meeting, the Board of Directors shall elect from its number a President, a Vice-President, a Secretary, and a Treasurer. The Secretary and the Treasurer may be one person.

Section 3. A special meeting of the Board of Directors may be called by the President, or at the written request of four (4) Directors, addressed to the Secretary. Notice of such special meeting shall be given in writing at least five (5) days before the date of the meeting. The notices shall be mailed to each Director and shall set forth the time and place for the meeting and shall set forth the purpose for which the meeting is called.

Section 4. The President shall assign from the Board of Directors Chairpersons/Directors for the Association responsibilities and activities as he/she considers indicated. Examples of such assignments are: Promotion and Public Relations, Membership, Team Tennis, Grounds and Equipment, Social Tournaments, Junior Development and Government Liaison. It is understood that activities and goals will change in time.

Section 5. If a vacancy occurs on the Board of Directors, the Board of Directors shall by majority vote appoint and substitute to fill the unexpired term of the vacant seat.

ARTICLE VII. NOMINATING COMMITTEE

Section 1. On or before the first day of December of each year, the Board of Directors shall appoint a nominating committee of three (3) members of the Association, none of whom shall be a Director.

Section 2. The nominating committee shall nominate the number of new Directors needed to fill the vacancies as candidates for election to the Board of Directors at the next annual meeting. A notice containing the nominations shall be sent to all members of the Association by the Secretary in the notice of the annual meeting. Nominations for Directors may also be made from the floor at the annual meeting.

ARTICLE VIII. THE ANNUAL AND SPECIAL MEETINGS OF MEMBERS

Section 1. The annual meeting of the members of the Association shall be held between December 1st and January 31st of each year. The President shall fix the time and place of the meeting and instruct the Secretary to give timely notice of the meeting to all members. Such notice shall be in writing, be mailed, clearly setting forth the time and place of the meeting, the purpose for which called and the list of candidates to be voted upon for the seats on the Board of Directors.

Section 2. At the annual meeting, the members shall elect the new Directors, and such election shall be by a ballot or via mail ballot sent out with the notice of the Annual Meeting. Members not present at the Annual Meeting may vote by mail if they cannot be present at the Annual Meeting. A plurality of the votes received or voted at the Annual Meeting shall be sufficient for election. The members present at the Annual Meeting shall constitute a quorum.

Section 3. The order of business at the Annual Meeting shall be as follows:

- a. Reading of the minutes of the last meeting
- b. Reading of reports.
- c. Election of Directors for ensuing years.
- d. Other business.

Section 4. Special meetings of the members shall be called by the President at the request of the Board of Directors or at the signed and written request of ten (10) or more members of the Association within ten (10) days of such a request. The notice shall be in writing by mail at least five (5) days before the meeting and shall clearly set forth the time, date, and place of the meeting, as well as the purpose for which the special meeting is called. The notice shall be sent to all members of the Association.

Section 5. The meetings of the members and the Board of the Association shall be governed by Robert's Rules of Order.

ARTICLE IX. DUES AND MEMBERSHIPS

Section 1. Membership classifications shall be as follows:

- a. Regular annual single membership
- b. Regular annual family membership for husbands and wives and their children under eighteen (18) years of age living at home.

Section 2. Voting rights of the membership shall be as follows: Single membership - one vote; Family membership - two votes. Votes may be cast in person and not by proxy or class.

Section 3. The dues are payable annually in advance and are as follows: (amended 12/09/01 and 12/13/03).

- a. Regular single and family membership \$35.00
- b. Junior (under 18) N/C

Section 4. The dues are payable on January 1st of each year. The Treasurer shall notify the Board of Directors at its April meeting of any delinquency in the payment of dues by members. The Board shall forthwith declare forfeited and terminated the membership of any member who is so delinquent. The Board may grant an extension or full waiver of dues to a member in the case of hardship. The Board shall reinstate a member upon payment of all delinquent dues.

Section 5. All applications for membership shall be accompanied by dues for the applicable classification and for one full year. Dues paid prior to October 30th of any year will apply to the year paid only. Dues paid on or after November 1st of any year shall be applied to the following year with complimentary membership granted for November and December of the year in which the payment is made.

Section 6. All members in good standing shall be entitled to enjoy all of the rights and privileges of membership subject only to the limitations, obligations, and provisions of these by-laws and such rules and regulations as may be adopted by the Board of Directors from time to time.

ARTICLE X. WAIVER OF LIABILITY

Section 1. Each member of the Association, by accepting or retaining membership, waives all claims for damages against the Association, its officers, members and employees on account of bodily injury or property damage or loss sustained while participating in any game of tennis or any other activity sponsored or conducted by the Association or while upon property owned, leased or maintained by the Association.

ARTICLE XI. AMENDMENTS TO BY-LAWS

Section 1. The By-Laws may be amended by a two-thirds vote of the members present at any regular or special meeting of the membership, provided that notice of such intention to amend shall be contained in the notice of the said meeting.

**AMENDMENT TO THE
CORONADO TENNIS ASSOCIATION
BY-LAWS**

December 13, 2003

ARTICLE VI – Meetings of the Board of Directors, Section 1 as amended by majority vote of the general membership of the Coronado Tennis Association at its Annual Meeting of the general membership on December 13, 2003 shall read as follows:

“...ARTICLE VI – Meetings of the Board of Directors

“...Section 1. Regular meetings of the Board of Directors shall be held once a month at such time and place as may be designated by the President...”

ARTICLE IX. DUES AND MEMBERSHIPS, Section 3. as amended by majority vote of the general membership of the Coronado Tennis Association at its Annual Meeting of the general membership on December 13, 2003 shall read as follows:


“...Section 3. The dues are payable annually in advance and are as follows:

- | | | |
|----|--------------------------------------|---------|
| a. | Regular single and family membership | \$35.00 |
| b. | Junior (under 18) | N/C...” |

All other Articles of the Coronado Tennis Association By-Laws in effect as of January 1999 shall remain in force and effect as currently written.

Date:

1/15/2004



MARY JANE CLEMENTS, SECRETARY