

BYLAWS

of the

JONES CREEK DISC GOLF CLUB

Article I: Establishment of the Club

1. The name of this organization shall be the “Jones Creek Disc Golf Club” hereinafter referred to as the “Club” or “JCDGC”.
2. The Club will establish and maintain an account with a financial institution for the purpose of issuing Club debit cards and checks.

Article II: Mission and Purpose

1. The mission of the Club is to promote and facilitate the sport of disc golf at Jones Creek Ranch Park in Richmond, Texas and surrounding parks within Fort Bend County and the greater Houston area.
2. The purpose of the Club is to organize events, maintain courses, provide education, and foster a welcoming and inclusive environment for disc golf enthusiasts of all skill levels.
3. The JCDGC will work in cooperation and coordination with the Fort Bend County Parks Department and build relationships with other disc golf organizations and commercial businesses for the promotion of amateur and professional disc golf.

Article III: Membership

1. Membership in the Club shall be open to all individuals who support the mission and purpose of the Club and pay the annual membership fee.
2. No person shall be excluded from Club Membership based on age, race, religion, gender, sexual orientation, political persuasion, or physical or mental disability.
3. Club Membership may be granted throughout the entire calendar year and expires on December 31 of each year. Membership dues must be paid in full and will not be prorated for Members who join late in the year. No credit will applied towards membership dues for the following year.
4. Membership dues shall be determined by the Board of Directors and are subject to change from year to year.
5. Club Events will be open to the general public and will not require Membership to participate. Club Membership does not guarantee participation in Club Events that have limited enrollment and are first-come/first-served, but priority consideration may be given to Club Members enrolled on the stand-by list, at the discretion of event organizers.
6. Club Membership Dues are nonrefundable; exceptions may be granted by approval of the Board of Directors. Requests for refund of Membership Dues must be presented in writing to the Board of Directors for approval.
7. Members shall have the right to vote on matters brought before the Membership, including the election of the Members of the Board of Directors and amendments to the bylaws.

8. Members shall abide by the Club's code of conduct and the PDGA rules of play; Club Membership may be revoked from an individual for failure to abide by the Club's Code of Conduct or PDGA Rules of Play at the discretion of the Board of Directors. Club Membership Dues will not be refunded for any person from whom Membership is revoked.

Article IV: Board of Directors

A. Purpose and Function of the Board of Directors

1. The affairs of the Club shall be managed by a Board of Directors
2. The Board will consist of five board members. Quorum of the Board requires at least 3 Board Members. Proxy votes are not allowed.
3. Board Members must be Club Members in good standing and 18 years of age or older.
4. The Board shall have the authority to establish policies, approve budgets, and make decisions on behalf of the Club.
5. The Members of the Board of Directors shall be elected by the Club Membership at the annual Club Meeting. Candidates for Board Membership may be nominated by Club Members and Club Members may self-nominate. Club Members may vote for as many as 5 candidates for the Board. Winners are determined based on the total number of votes they receive. In the event of a tie vote, a run-off election will be held for only the candidates who tied and the candidate who receives the most votes will win the position.
6. Board Members will serve one-year terms, with Board terms beginning January 1 and ending December 31. Board Members elected in October shall assume duties of office beginning the following January 1.
7. Directors shall serve without compensation but may be reimbursed for reasonable expenses incurred in the performance of their duties.

B. Board Officers

1. The Officers of the Club shall consist of a **President, Vice President, Secretary, Treasurer,** and one At-Large Member.
 - a. **President:** The President shall be elected by the members of the Board of Directors. The President shall appoint the officers of the Board of Directors. The President shall preside at all meetings of the Club and the Board of Directors.
 - b. **Vice President:** Appointed by the President. The Vice President shall perform the duties of the President in their absence. The Vice President may chair committees
 - c. **Secretary:** Appointed by the President. The Secretary shall keep accurate records of all meetings and maintain the official documents of the Club. The Secretary shall maintain a current roster of Club Members in good standing.
 - d. **Treasurer:** Appointed by the President. The Treasurer shall oversee the financial affairs of the Club and provide regular reports to the Board of Directors. The Treasurer shall also be responsible for ensuring timely filing of all financial reports with the State of Texas and the federal Internal Revenue Service. The Treasurer may seek outside guidance and professional services for the preparation of financial reporting at the expense of the Club with approval from the Board.
 - e. **At-Large Member:** A voting Member of the Board with no other prescribed responsibilities; may be assigned to fill any vacant offices of the Board and may also serve as a Committee Chair or other responsibilities by the President, as needed.
2. President of the Board shall be elected by the Board Members elected by the Club for the term in which they serve. Incoming Board Members shall elect the President for their term

prior to January 1; outgoing Board Member will not be allowed to vote in the election of the incoming President.

3. Any office vacated mid-term by an appointed officer will be replaced by appointment of the President. In the event the office of President of the Board is vacated, the Vice President will become the President and the office of Vice President shall be filled by appointment of the new President.
4. A vacant seat on the Board of Directors shall remain vacant until a Special Club Meeting can be called in accordance with Article VI Paragraph 2.
5. The removal of an elected Board Member will require majority votes by the Board of Directors at two consecutive Board Meetings.

C. Board Meetings

1. Board Meetings should be held at least once every two months, but may be held more frequently, as deemed necessary. The President has the authority to call for a Meeting of the Board.
2. Board meetings may be convened in person or virtually.
3. All Members of the Board must be advised of the date, time and location of an upcoming Meeting of the Board at least 14 days in advance of the scheduled Meeting. It is the responsibility of the President to ensure that all Board Members are advised of the scheduled Meeting, but may delegate that duty to another Member of the Board to execute.
4. Meetings of the Board will require a quorum of 3 Board Members in attendance to conduct any club business that requires a vote.
5. All votes will be decided by simple majority.
6. In the event of an absent or vacant Board Member at a vote which results in a tie vote, the President shall cast the tie-breaking vote.
7. Roberts Rules of Order shall govern the proceedings of all meetings, except where inconsistent with these bylaws.

D. Board Actions Requiring a Vote

1. Election of the Board President.
2. Any expenditure of Club funds exceeding \$100.00.
3. Establishment of Club Committees and decommissioning of Club Committees.
4. Revocation of Club Membership from an individual.
5. Any amendment to the Club bylaws will be approved by vote of the Board and presented to the Club for ratification at a Club Meeting.
6. Removal of a Board Member, which shall require votes of approval at two consecutive Board Meetings, in compliance with Article IV Section B Paragraph 5.
7. Dissolution of the Club
8. Any motion made by a Board Member and seconded by another Board Member, in compliance with Roberts Rules of Order, will be brought to a vote of the Board.

Article V: Committees

1. The Board of Directors may establish committees as necessary to carry out the work of the Club, such as event planning, course maintenance, fundraising or other needs. The Board may also decommission Committees.
2. Committees shall be composed of Club members and may include both Directors and non-Directors and will be overseen by one or more Committee Chairperson or Co-Chairpersons.

3. Committee Chairpersons shall be appointed by the President of the Board of Directors; Chairpersons may also be removed by the President of the Board of Directors. Committee Chairpersons must be a Club Member in good standing.
4. Committees may recruit volunteers as needed, and may include nonmembers.
5. Committee Chairpersons shall provide reports to the Board on all activities within their scope of operations

Article VI: Club Meetings

1. Meetings of the Club shall be held annually in October at a time and place determined by the Board of Directors. It is preferable that the Annual Club Meeting be held on the last Saturday of October each year, as possible. Club Meetings shall be held in-person, except in the case of extenuating circumstances, as approved by the Board of Directors.
2. A quorum for the transaction of Club business shall consist of 51% of the Club Members present in person. The exception to the 51% quorum rule is for Amendments to the Bylaws, which shall require a two-thirds majority to approve. Proxy votes are not allowed.
3. Special meetings may be called by the President or upon petition of the Board receiving at least 51% of signatures of the Club Members.
4. Notice of meetings shall be provided to all Club Members at least 30 days in advance.
5. Roberts Rules of Order shall govern the proceedings of all meetings, except where inconsistent with these bylaws.

Article VII: Amendments to the Bylaws

1. Amendments must be proposed to the Board of Directors and approved by a vote of the Board before being presented to the Club prior to a Club Meeting.
2. Amendments will require ratification by a two-thirds majority vote of quorum of Club Members at any regular or special meeting.

Article VIII: Dissolution of the Club

1. In the event of the dissolution of the Club, any remaining assets shall be distributed to one or more charitable organizations promoting disc golf as determined by the Board of Directors.
2. Dissolution of the Club will require a vote by the Board of Directors.
3. Upon dissolution of the Club, no refunds of Club dues will be offered to Club Members.

Article IX: Adoption

1. The bylaws of the Club will be made available to the current self-appointed leadership of the club in its current state for review and comment.
2. The bylaws shall be adopted upon approval by a majority vote of the current leadership board members present at a meeting called for that purpose.
3. The current leadership board will assume the role of the Board of Directors, as defined in the bylaws until the first Annual Club Meeting to be held in October of 2024, at which time, the Club Members will officially elect the Board of Directors to be installed on January 1, 2025.
4. These bylaws shall become effective upon adoption and shall supersede all previous organizational rules or accepted practices of the club.

The undersigned members of the Board of Directors do hereby approve for adoption the bylaws to establish and govern the operation of the Jones Creek Disc Golf Club.

_____ <i>Printed Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Printed Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Printed Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Printed Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>
_____ <i>Printed Name</i>	_____ <i>Signature</i>	_____ <i>Date</i>

The BYLAWS of the Jones Creek Disc Golf Club are hereby approved by vote of the club leadership and adopted this _____ day of _____, _____.