

MORGAN HILL PICKLEBALL CLUB

BY-LAWS

ARTICLE I - ORGANIZATION

The name of the organization shall be the **Morgan Hill Pickleball Club**. The organization is a program of the City of Morgan Hill Parks and Recreation Division. The Board of Directors is comprised of volunteers for the City of Morgan Hill.

Section 1: Purpose, The Morgan Hill Pickleball Club was organized to encourage interest in the recreational sport of Pickleball for all ages and skill levels within the City of Morgan Hill. The Club brings together people interested in Pickleball and provides instruction to those who are new to the game. The Club promotes good sportsmanship, camaraderie, and facilitates a fun and enjoyable experience for all Club members.

ARTICLE II – MEMBERSHIP

Section 1: Membership in the Club is open to any person interested in pickleball who lives in Morgan Hill, CA, or the surrounding area. It will not discriminate based on race, color, religion, or gender. Membership becomes effective upon receipt of a completed membership application, and payment of Club dues.

Section 2: Honorary Membership, the Board of Directors may confer an “Honorary Membership” to anyone determined to be a “friend of the Club”. “Honorary memberships” shall not include the privilege of voting. “Honorary memberships” are for one year and may be renewed annually by the Board.

Section 3: Dues, increases in annual dues for members are approved by the Board of Directors. Renewal of membership for current members shall be due and payable as of January 1, of each year. A member’s dues shall be in arrears and their membership suspended if not paid within 30 days of the due date. Anyone joining the Club after July 1, shall pay one-half (1/2) of the annual dues amount.

Section 4: Fiscal year: The fiscal year shall be January 1, through December 31.

ARTICLE III - OFFICERS

The officers of the Morgan Hill Pickleball Club shall be known as the Board of Directors. The Board shall consist of a minimum of two (2) and a maximum of ten (10) directors. All Board members are required to meet ongoing volunteer requirements and register as volunteers for the City of Morgan Hill, Parks and Recreation Division. Any Board member also employed by the City of Morgan Hill shall not be able to vote on city related topics

TERM OF OFFICE: All Board members serve two-year terms. There is no limit to the number of consecutive terms a Board member may serve. Board Members will be assigned an odd or even designation. Board members with an odd designation assigned will have their position open for reelection in odd years and board members assigned an even designation will have their position open for reelection in even years. Elections will be held once a year in an election method set by the board. Duly elected officials will assume office effective immediately. Board member elections will be held a minimum of 60 days prior to the beginning of the new fiscal year. Board positions may be added or eliminated as deemed necessary by the action of a two-thirds majority of the Board. The suggested duties of the Officers are as follows and will be determined by the Board:

PRESIDENT: The President shall preside at all meetings of the Club. With the board members’ advice and consent, the President shall determine the dates, location, times, and agendas for all Board meetings

and all Membership meetings. The President shall make sure that the By-Laws and other rules and regulations adopted by the Club are enforced.

VICE PRESIDENT: The Vice-President shall assist the President in the performance of his/her duties and shall fill in for the President when he/she is absent. The Vice-President shall perform other duties as assigned by the President.

TREASURER: The Treasurer shall help manage all Club funds under the direction of the Board and shall provide detailed financial reports at each Board meeting and all Membership meetings. The Treasurer shall work with City of Morgan Hill staff to manage funds related to the Pickleball Club. The Treasurer shall prepare a yearly proposed budget to be approved by the Board. **SECRETARY:** The Secretary shall keep the minutes of all Board meetings and membership meetings, shall maintain the official records of historical documents, and prepare Club correspondence as needed. The Secretary shall, in consultation with the President, issue notices of meetings and events.

As appropriate and required, the following positions may be added:

TOURNAMENT DIRECTOR. The Tournament Director chairs the tournaments committee and provides a point of contact for the board members. They oversee all official Morgan Hill Pickleball Club tournaments, making sure venues are properly rented, general liability insurance is obtained, and logistics are in place to ensure a successful and fun tournament.

PROGRAMS DIRECTOR. The Programs Director coordinates the development of players through coaching, coordinated play, and events. This role works with Club members as well as builds contacts with other clubs/areas to put on exhibitions, championships, and development of events/coaching activities.

SOCIAL DIRECTOR: The Social Director role coordinates social functions such as picnics, pot lucks, etc., and is responsible to create and manage special events such as fundraising and other duties as assigned by the Board. They create member communications regarding social functions

MEMBERSHIP DIRECTOR: The Membership Director is the Club contact for potential new members and will provide information on the Club and how it functions as well as informing potential new members of the process to become a Club member. The Membership Director will keep accurate membership files, add new members to the database, assign member IDs to all new members, and will send all new members a welcome letter. The Membership Director is responsible for sending communications to all members as needed.

VENUE DIRECTOR: The Venue Director will be responsible for the upkeep and maintenance of Club assets such as portable nets, balls, first aid supplies, etc. They will also be responsible for resolving any issues affecting play at Club venues. The Venue Director may recruit assistants to help manage the various Club venues. Such assistants will be subject to approval by the Board.

Section 1: Role, The Board of Directors is responsible for the day-to-day management of the Club. This includes implementing policy, determination of appropriate rules, and creating Operating Procedures for the benefit of the Club and its members.

Section 2: Vacancies, when a vacancy for a Board of Director position occurs mid-term, the position shall be filled for the remainder of the term by the decision of the Board. The President shall determine a date, time, and location for the Board members to meet and determine a replacement for the vacant position.

Section 3: Resignation, Resignations of Board Members should be in writing or by email and be submitted directly to the President. The resignation of any Board member shall be immediately communicated to all remaining Board members.

Section 4: Removal from Board, A Board member may be removed from office, for just cause, by an affirmative two-thirds vote of the remaining Board members.

Section 5: Meetings, the Board meets at times and places as deemed necessary by the President. The Board will meet at least once a year with the membership at an annual meeting. The Annual Meeting shall

be at least sixty (60) days before the end of the fiscal year. More meetings may be held as deemed necessary by a majority of the Board. The dates, times, and locations for these meetings shall be determined by the President.

Special meetings may be called for by the President, one-third of the Board of Directors, or by petition by 20% of the membership. The President or presiding officer, in the absence of the President, shall send out a notice of the meeting containing the date, time, proposed agenda, and location of the Special Meeting. Such notices shall conform to the requirements for notice of meetings outlined in these By-Laws. All meetings will be conducted by Roberts Rules of Order.

Section 6: Meetings notice; Notice of all meetings will be given at least 5 days in advance and shall include the date, time, and location for the meeting along with the proposed agenda. Email is deemed to be acceptable for providing the notice of meetings required in this section. The Club will make a good faith effort to maintain an up-to-date database of home and email addresses along with phone numbers for all members. Members' personal information shall be kept confidential and shared only with the member's approval. Members' personal information shall not be used by any person for commercial purposes, political purposes, or to promote any causes not related to Pickleball and the Morgan Hill Pickleball Club.

ARTICLE IV - ELECTIONS:

All dues-paying members have full voting privileges in all elections. Members who have not paid the current year's dues are not eligible to vote until the dues are paid. All elected positions shall be filled by the majority count of returned ballots.

ARTICLE V - COMMITTEES

The Board of Directors may create committees, as needed, to assist with coordinating the activities of the Club. Examples of possible committees are Executive, Tournaments, Policies, Newsletter, and Community Liaison. Committee members will be appointed by the President with the advice and consent of the Board of Directors.

Section 1: Quorum, A quorum for any committee, including the Board of Directors, shall be 51% of the members of that committee. In the event there is no quorum, any committee may meet but cannot conduct any business that requires a vote. A quorum for any membership meeting or ballot vote shall be 10% of the membership not including honorary members. Members of the Board of Directors are members of the Club and shall be counted toward establishing a quorum for membership meetings and ballot voting.

ARTICLE VI - BY-LAWS AMENDMENTS

Section 1: These By-Laws may be amended at any time.

Procedure, Amendments to these By-Laws shall be proposed by the Board of Directors or by petition by at least 20% of the overall membership not including honorary members. Proposed amendments, whether by the action of the Board or by petition, shall be voted on by the Board of Directors with notice sent to all members. In the event 20% of the membership opposes the amendment changes within a 10-day timeframe then the amendment will not be ratified. At the end of the 10-day period amendments that were not opposed by the membership will be ratified.

ARTICLE VII – DISSOLUTION

Section 1. On dissolution of the club, funds will remain with the City of Morgan Hill for pickleball improvements and equipment will be returned to the City for programming.