

BY-LAWS

THE KINGS POINT PICKLEBALL CLUB

FINAL DRAFT – Website for member review - December 16, 2019

ARTICLE I

NAME AND PURPOSE

The name shall be the Kings Point Pickleball Club (KPPC for short), a not for profit club within Kings Point Community Association **with approved 501 c 7 status effective July 26, 2018**. The purpose shall be to promote and encourage the sport of Pickleball by:

- a) establishing guidelines for the KPPC use of the Pickleball courts
- b) ensure access to courts for Kings Points club members/individuals in an equitable manner
- c) establish liaison with the current facilities management to ensure proper maintenance and improvement of the Pickleball facilities
- d) sponsoring such activities as recreational Pickleball play, clinics/instruction, tournaments, and social activities

The activities of the Club shall be in accord with the Rules and Regulations, Articles of Incorporation & Bylaws of the Kings Point West Recreational Rules Association Inc. documents and Vesta Facility Management Policies and Procedures manual.

Mission Statement: The Kings Point Pickleball Club will promote the game of Pickleball to our residents and provide competitive and social Pickleball activities for all playing levels, encourage good sportsmanship and development of the sport of Pickleball through training and participation.

ARTICLE II

MEMBERSHIP

Section 1: KPPC membership is open to all current Kings Point residents/renters in good standing. **KPPC will not discriminate based on race, religion or other protected categories.**

- A. Pickleball Club members may have an unlimited number of guests for play at the KPPC courts throughout the year. Club members may bring individual guests that are KP residents/renters up to 3 times. After that KP residents will be asked to join the KPPC. If a resident/renter chooses not to join the KPPC they will be asked for a yearly ball donation fee. All fees will be established yearly by the Board of Directors. Non-resident guests are required to pay the daily guest fee established by Vesta.
- B. The KPPC is allowed to sponsor **up to 20** members ~~5% of its current paid membership~~ for Non-Kings Point residents. This sponsored member must pay annual non-resident membership dues to the KPPC. Example: any Kings Point Club Member may sponsor a player from outside Kings Point to become a paid member of the Kings Point Pickleball Club. Non-residents must be sponsored by ~~one~~ **two** resident member and meet the **following** criteria established by the Board of Directors.

- ~~1. Limited to Pickleball Club activities only~~
- ~~2. Not allowed to bring guests~~
- ~~3. Fill out membership application and liability waiver forms and reapply for membership each year~~
- ~~4. Required sign in each day of play~~
- ~~5. Expected to volunteer and contribute to the overall benefit of the club~~
- ~~6. Membership can be revoked~~
- ~~7. If a non-resident member relocates from Sun City Center, the membership is canceled immediately~~

Section 2: Memberships expire January 1st of each calendar year. Membership dues must be paid by the date of the annual **KPPC** membership meeting **held in January** in order to vote. ~~at this meeting~~. Dues will not be prorated at time of joining or upon leaving the KPPC. Any member removed from the membership of the KPPC for cause will forfeit their annual dues.

Section 3: Any member may be removed from the membership in the KPPC for causes which a majority of the members (not Board of Directors) consider sufficient. The following process must be pursued to accomplish the removal of a member.

- A. The club member who recommends the removal of another member must submit the request in writing to the Board of Directors who will evaluate the request. Requirements of the letter are as follows:
 - a. The letter must clearly state the reason(s) for the proposed action
 - b. The letter must be signed by the member bringing the proposed action
 - c. The letter must be endorsed and signed by at least two other members of the club
- B. After board evaluation, a simple majority vote of the board will affirm or reject the recommendation for the removal of said member. Recommendation will then be brought to the membership for a vote by a simple majority (quorum) vote at a ~~duly constituted~~ KPPC meeting of the club. The member under consideration for removal must be notified prior to the meeting, of the time, place and purpose of the meeting. The member should be allowed time to present their circumstances prior to the general membership vote. A removed member of the club may, within 30 days of removal, request an appeal hearing by the Board of Directors for reinstatement of membership. This request from the said member must be in writing. If the member is removed, any portion of the paid dues is forfeited.
- C. After one year from the date of removal, the removed member may reapply, by letter, to the Board of Directors for reinstatement. If approved by a simple majority (quorum) vote of the board, the reinstatement must then also be approved by a simple majority (quorum) vote of the current membership at a KPPC ~~duly constituted~~ meeting.

ARTICLE III

BOARD OF DIRECTORS

Section 1: The Board of Directors shall have a minimum of seven members. The board may form additional committees, under the direction of the board, if the workload for entire board becomes too much. The Board will include: President, Vice President, Secretary, Treasurer, and three Members-at-Large (**Directors**). Past officers may serve as non-voting members and consultants to the board. Simple majority constitute a quorum for its board meetings and approval of board action. There shall be a minimum of 10 meetings of the board annually. These meetings will be open to the membership of the KPPC. The President may call special meetings when deemed necessary.

Section 2: The board shall have authority over all affairs of the KPPC except as otherwise provided in these by-laws, or by simple majority vote (unless otherwise specified herein) of the members at a KPPC **Board** ~~general~~-Meeting.

Section 3: A nominating committee of at least three KPPC members shall be appointed by the president at least 5 weeks prior to the annual KPPC **membership meeting held in January**. The nominating committee shall not have more than two board members on it. Nominations may also be made from the general membership, provided such nominees have agreed to serve.

Section 4: Election to the board shall be by simple majority vote of club members present. **Signed** proxies **and signed proxies submitted via email** from club members will be accepted and counted at the time of the election.

Section 5: Any election shall be held at the **annual general membership** meeting held in January. ~~each year~~. The new board shall meet in executive session after the January membership meeting to assign Board positions and committee responsibilities among the new board members. Additionally, during the year, the Board may select club members to fill any vacant officer positions. Officers will perform their duties as outlined in the By-Laws.

Section 6: To provide for continuity in the membership of the board, each Board of Director member shall be elected to a term of two years. The newly elected board will begin serving immediately after the election and continue through its normally elected timeframe. There are no term limits for any board position. If at any time during the two year term a Board of Directors member does not fulfill their obligations, they may be voted out by the Board by a minimum 2/3 vote.

ARTICLE IV

DUTIES OF BOARD OF DIRECTORS

Section 1: The officers of the board shall perform those duties listed below and any other duties which are provided for or implied by other provisions of these By-Laws. Among these duties are an obligation to attend the Board meetings and any other special meetings deemed necessary by the President. All Board members should be available to participate in Board organized activities and social events. Board members should also reply to any communications among the Board in a timely manner.

A.: The President shall be the chief executive and preside at all meetings, and represent the KPPC at public and private meetings. The President will monitor the status of funds kept by the Treasurer and may appoint an external board auditor for the annual audit or when **the a new Treasurer is appointed.**

B: The Vice-president shall assist the President and shall perform the stated and social duties of the President at any time the President is temporarily absent or unable to serve.

C: The Secretary shall keep the records of the KPPC including a record of actions taken at the KPPC meetings. The Secretary shall prepare draft documents for external communication use for subsequent approval by the board.

D: The Treasurer will collect and safeguard the funds of the KPPC, deposit such funds in the KPPC checking account designated by the Board of Directors. The Treasurer will also disburse such funds in accordance with Article VI, Section 5 and maintain records of all financial transactions and the status of dues for each member. The Treasurer's records may be audited annually by a qualified KPPC member

designated by the Board of Directors, and not a current member of the board. An additional audit may be directed by the Board of Directors when **a new the Treasurer changes positions is appointed. The Treasurer shall file an annual tax return on behalf of the KPPC in compliance with IRS guidelines.** ~~The Treasurer shall also maintain and publish the KPPC Directory of members.~~

E: Members-at-Large (**Directors**) will be available to Chair any committee the Board of Directors deems appropriate. Example: Tournament Committee, Social Committee. **An appointed Membership Committee Chair shall maintain and publish the KPPC Directory of Members.**

Section 2: The Board of Directors shall have the authority to enter into agreements or contracts with the current facilities management as representatives of the KPPC membership. Should such agreements or contracts require the expenditure of KPPC funds not in the approval annual budget, a simple majority vote of members present at the ~~duly constituted~~ **KPPC Board Meeting** will be required to approve the expenditure.

ARTICLE V MEETINGS

Section 1: ~~At least One~~ KPPC annual membership meeting **shall be** held in January ~~general meeting shall be held annually in January.~~ **The agenda for this meeting will be emailed to the membership 14 days in advance of the meeting date.** The agenda for Board Meetings will be emailed to the membership prior to each Board meeting. All meetings will be posted on the Pickleball bulletin board at the courts and the kingspointpickleball.com website at least 14 days prior to the meeting.

Section 2: A quorum for any meeting **the annual membership meeting held in January will be** defined as 25% of the current KPPC membership **the majority of the votes cast plus signed proxies submitted (and signed** proxies submitted via email to a board member) which will be accepted for purposes of establishing a quorum and is required to conduct business.

Section 3: **In addition,** a minimum of ten (10) board meetings will be held yearly. Only paid club members are allowed to participate in any **KPPC** ~~the~~ meetings.

All decisions shall be determined by simple majority vote of KPPC Board members.

ARTICLE VI FINANCIAL

Section 1 There will be an annual membership fee. The Board will establish the yearly resident and non-resident dues based on projected financial expenditures.

Section 2 Each calendar year the board shall prepare a budget based on anticipated income, which shall be based upon: 1) estimated miscellaneous income: 2) estimated total income from annual membership dues, and 3) estimated KPPC expenses.

The board shall also approve the prepared financial statement listing assets and liabilities. Copies of the budget and financial statement shall be made available and provided upon request and presented at all KPPC **Board** meetings.

Section 3 The board may authorize single item expenditures of up to \$1,000 during the calendar year which does not cause the total budget expenses to be exceeded. Single item expenditures of more than \$1,000 need the approval of the simple majority **of votes cast and signed proxies submitted (and proxies submitted by email)** ~~paid club membership~~ attending the ~~requisite membership~~ meeting.

Section 4 Request for reimbursement for expenses incurred by any member and authorized by the board shall be submitted to the treasurer for payment. All requests for reimbursements must be accompanied by a receipt. Any single check in excess of \$100 must be approved by two board members in writing.

Section 5 The Treasurer shall draft, sign, and forward KPPC checks to the payees for expenditures authorized by the board. In the Treasurer's absence, the President may draft and sign checks.

Section 6 An annual budget will be developed by the Treasurer and approved by the board and presented to the club membership at the January meeting. Failure to adopt a new annual budget shall result in the continuance of the current budget for the following year.

Section 7 The budget may be amended at any KPPC **Board** meeting by a 2/3 affirmative vote of **Board** members present ~~at a duly called KPPC meeting.~~ The proposed amended budget will be available upon request prior to the meeting. The Treasurer will prepare a current financial statement 5 days prior to any KPPC Board meeting.

ARTICLE VII

AMENDMENT OF THE BY-LAWS

Section 1 Copies of any amendment changes will be on the www.kingspointpickleball.com website at least two weeks in advance of the annual membership meeting held in January.

Section 2 An amendment to the by-laws requires a ~~2/3~~ simple majority vote of approval of the quorum present at a ~~duly constituted KPPC~~ **the annual membership** meeting **held in January**. Signed proxies and **signed** proxies submitted via email to a board member will be accepted and counted.

Section 3 After changes have been accepted by the membership, a copy of the updated by-laws will be provided to the current facilities management for their files. The by-laws will also be available on the www.kingspointpickleball.com website. The board members will keep up-to-date by-laws with all approved amendments.

ARTICLE VIII

DISSOLUTION

Upon dissolution of the Kings Point Pickleball Club, all assets, including any remaining cash **will be given back to members**. ~~donated to a local charity as determined by the Board of Directors.~~