

# LEISURE WORLD PICKLEBALL CLUB (LWPC)

## BYLAWS February 17, 2014

Amended: December 14, 2016, February 5, 2019, November 13, 2024

### ARTICLE I NAME

The name of this organization is the LEISURE WORLD PICKLEBALL CLUB (LWPC).

### ARTICLE II PURPOSE

The purpose of the LWPC is to promote the sport of pickleball within the Leisure World Arizona community

### ARTICLE III MEMBERSHIP

**Section 1, Eligibility:** Membership in the LWPC is open to all Leisure World residents who occupy a manor. "Resident" status includes owners, renters and houseguests while they reside in the manor with their host.

#### **Section 2, Options:**

- a. An ANNUAL Membership entitles the member to all benefits of the Club. Annual members who are also manor owners are entitled to vote regarding club expenditures in excess of \$2000 for improvements to operations and facilities.
- b.
- c. Guest Passes.

**Section 3, Dues:** Annual dues for the next fiscal year (April 1 thru March 31) will be discussed at the February General Membership Meeting, including a detailed explanation of the purpose/need for any proposed dues increase.

A proposed dues increase will be disseminated to members following the February General Membership Meeting, and voted on at the March General Membership Meeting.

## **ARTICLE IV MEETINGS**

**Section 1, General Membership Meetings:** General Membership meetings will be conducted in the months of November, December, January, February, and March. The dates and times of the meetings will be determined by the LWPC Board in coordination with the Leisure World Community Association (LWCA) Recreation Department.

**Section 2, Annual General Membership Meeting:** The Annual General Membership Meeting will be in March each year during which new LWPC Board members will be selected. Annual committee reports, membership dues for the following year, and club plans for the future will be included in the meeting agenda. The new fiscal year begins on April 1st of each year.

**Section 3, Membership Quorum:** A quorum of the general membership will consist of 10% of the current year's ANNUAL Members.

**Section 4, Special General Membership Meetings:** Special meetings of the membership may be called by a quorum of the LWPC Board.

**Section 5, Order of Business:** The order of business at General Membership Meetings will be:

- a. Call to order
- b. Approval of the minutes
- c. Treasurer's report
- d. Reports of Standing Committees
- e. Reports of Special Committees
- f. Old Business
- g. New Business

## **ARTICLE V OFFICERS**

**Section 1, Board of Directors of the LWPC:** The Board of Directors (Board) is composed of the elected officers and will be empowered to conduct any necessary business which may arise between business meetings, subject to ratification by members at the next general membership meeting. A quorum will consist of five of the nine members. With approval by a quorum of the Board, individual expenditures of up to \$2000 may be spent for major improvements to the operations and facilities of the LWPC. Expenditures above this amount require general membership approval. Due to the nature of the residents of LW and therefore potentially the LWPC officers, meetings of the Board or votes on expenditures may be conducted electronically.

**Section 2, Officers and Term:** The officers will be:

- h. President
- i. President Elect

- j. Secretary
- k. Treasurer
- l. Membership Director
- m. Player Development Director
- n. Activities Director
- o. Social Committee Director
- p. Facilities Director

The President and President Elect terms of office will be for one year, and may be reelected for another term. The Secretary, Treasurer, Membership Director, Player Development Director, Activities Director, Social Committee Director and Facilities Director will be elected for a term of two years, and each may be re-elected for another two-year term.

Terms commence at the conclusion of the March meeting. Elected officers will be installed as a final matter of business at that meeting. If for any reason an officer cannot complete his/her term of office, the Board will appoint a replacement for the balance of the term or hold a special election. The aforementioned elected officers comprise the LWPC Board. Only Officers may vote on issues brought before the Board.

### **Section 3, Duties of Officers:**

- a. The President will preside at all general meetings of the membership and all meetings of the Board and interact with all other Board members in the performance of their duties as needed to help ensure the successful operation of the club during their terms in office. The President will have such other authority and perform such other duties, for the club, as may from time to time be assigned by the general membership or the Board.
- b. The President Elect is intended to succeed the current President at the end of their term in office and will possess all the powers and may perform the duties of the President in the event of the President's absence, disability or resignation. The President Elect is also responsible for the recruitment of new and retention of existing club members. The President Elect will have such authority and perform such duties for LWPBC as may from time to time be assigned by the membership or the Board.
- c. The Secretary will be responsible for the recording and publication of the minutes of LWPC Board and general meetings, notifying members of meetings and activities, and the maintenance of permanent club records. The Secretary will also submit news articles to the Administration for publication in the Leisure World News newspaper. The Secretary will also perform other duties for the club as may from time to time be assigned by the membership or the Board.
- d. The Treasurer will be responsible for handling all funds and with participation of the other board members, and Standing and Special Committee Chairs, generate an annual budget for the LWPBC and correct and complete books and records of accounts which

will be open to all members. The Treasurer will also perform other duties for the club as may from time to time be assigned by the membership or the Board. Section 3, Duties of Officers (Continued) February 5, 2019 4

- e. The Membership Director is responsible for new membership, renewal procedure, and dues collection in coordination with the LWPC Treasurer, maintaining a current membership list, and issuance of membership badges. The Membership Director will also perform other duties for the club as may from time to time be assigned by the membership or the Board.
- f. The Player Development Director, and Committee, is responsible for development of Pickleball skills for all Pickleball Club members. This includes, but is not limited to: beginner lessons, mentoring sessions, skills and drills, clinics, and competitive Round Robins. The Player Development Director will also co-ordinate the USAPA/IPTPA Skill Ratings for interested club members. The Player Development Director, and Committee, will also perform other duties for the club as may from time to time be assigned by the membership or the Board.
- g. The Activities Director's, and Committee's, duties can include coordination of tournaments, round robins and other pickleball playing activities of the club. The Activities Director, and Committee, will also perform other duties for the club as may from time to time be assigned by the membership or the Board.
- h. The Social Committee Director, and Committee, will direct and coordinate all social activities of the club. The Social Committee Director, and Committee, shall also be responsible for scheduling rooms for meetings and activities. The Social Committee Director, and Committee, will also perform other duties for the club as may from time to time be assigned by the membership or Board.
- i. The Facilities Director is responsible for sending work orders to the LW Facilities Dept, appointing a Court Cleaning Committee (preferable a year round resident of LW) attending Board Meetings, working with the LWPC Treasurer to establish the annual maintenance budget, retaining billing records for the Treasurer attending tournament committee meetings when possible, working with the court cleaning chair to have courts cleaned as close as possible to tournament dates, The Facilities Director will also perform other duties for the Club as may from time to time be assigned by the membership or the Board.

**Section 4, Election:** The President will appoint a nominating committee of up to three members on or before the January meeting. The nominating committee will report its recommended slate of officer nominations at the February meeting at which time further nominations may be presented by any member who has secured the consent of the nominee. Nominations can continue to be made by being presented to the nominating committee up to one week before the March meeting. At this time nominations will be closed. The election will take place at the March meeting. If there is only one nominee for an office the election for that office may be by an adopted motion and the secretary will be instructed to cast a unanimous ballot. If there is

more than one nominee for any office the election will be by written ballot of those members in attendance at the meeting.

## **ARTICLE VI COMMITTEES**

**Section 1, Standing Committees:** Board may appoint standing or special committees as needed.

**Section 2, Director's Committees:** Each of the Directors (Membership, Player Development, Activities, and Social) at their discretion may have a committee to assist in their specific area. These committees will be made up of currently paid Annual Members of the Director's choosing.

## **ARTICLE VII RULES AND REGULATIONS**

**Section 1, LWCA By-Laws, Rules & Regulations:** The activities of this organization will be subject to the By-Laws, Rules and Regulations of the LWCA.

**Section 2, Court Policies:** The LWPBC will establish court policies and schedules governing the use of pickleball courts in Leisure World consistent with the By-Laws, Rules and Regulations of the LWCA. Play on the courts will be according to USAPA rules.

**Section 3, Guests:** As per Leisure World Rules and Regulations: 6-102 "The use of Leisure World facilities is not intended or allowed for regular use by guests who live in the local area and are not actually visiting the sponsoring resident. This rule is not meant to preclude residents from enjoying the use of Leisure World facilities while accompanying guests who live in the local area who visit them on an occasional basis. However, if a resident brings a guest who lives in the local area on a regular basis (more than 3 times per month), such visits will not be permitted. This rule is not meant to preclude the use of Leisure World facilities by guests staying overnight in a resident's home for more than 3 days."

### **Section 4, Code of Conduct:**

- a. Members will compete in a friendly, non-abusive manner with both their partners and their opponents. All members will refrain from foul or abusive language or acts to their fellow members and members of other clubs that participate in matches against LWPBC members.
- b. Violations of this policy will be reported in writing to the LWPBC President for appropriate discussion/corrective action. Such corrective actions, as determined by the LWPBC Officers, can include a letter of reprimand, suspension from play, or removal from LWPBC membership depending upon the frequency and severity of the misconduct by the charged club member. Affected club members will be given the opportunity to meet with

the Club Officers relative to any proposed action. Decisions of the LWPBC officers will be final.

- c. Pets will be allowed in the perimeter viewing areas only.

## **ARTICLE VIII PARLIAMENTARY AUTHORITY**

The most recently revised edition of Robert's Rules of Order shall govern the proceedings of the organization in all cases not provided by the By-Laws.

## **ARTICLE IX AMENDMENTS**

These By-Laws may be amended, or replaced, by a two-thirds vote of those members present at any general business meeting, as long as the number present is a quorum of the club's membership. Notice of the proposed amendment must be provided to members at least thirty days prior to the meeting in which the vote is to be taken.