

# **The Billiards Club of GVR Bylaws**

## **(revised 10/31/2017)**

### **ARTICLE I – Name**

The official name of the organization shall be the Billiards Club of GVR, hereinafter known as the Club.

### **ARTICLE II - Purpose**

The purpose of the Club shall be: (1) to provide an opportunity for GVR members to participate in recreational billiard playing, be it billiards, pool, or snooker; (2) to provide educational and competitive opportunities; (3) to improve billiard playing techniques; and (4) to provide an opportunity for members to meet socially. All activities conducted by the Club and Club members shall be in accordance with the GVR Bylaws, Corporate Policy Manual and GVR Code of Conduct.

### **ARTICLE III - Membership**

- A. All GVR members holding GVR membership, guest, or tenant cards in good standing with GVR are entitled to join and participate in any meeting or activity, until the maximum capacity of the facility being used is reached. A GVR member may attend and participate in any Club activity one time prior to joining the Club. Membership shall not be denied to GVR members in good standing.
- B. Any member who has not paid the required dues, fees or assessments to GVR or the Club as of the time such payment becomes delinquent shall be removed from the Club's roster. Dues shall be due by January 1st.
- C. Each member shall pay yearly dues, as set by the Board of Directors.
- D. Dues for the following year shall be invoiced in the fourth quarter of each year. This invoice shall be included with the announcement of the annual meeting of the club membership.
- E. If joining the club after October 1st of any given year, any club dues received at that time shall be considered payment for the balance of that year and the following year.
- F. For the safety of users and the protection of GVR property, proficiency training or demonstration of proficiency may be required by the Club membership.
- G. The Club shall not grant honorary membership or the equivalent to anyone who is NOT a member of GVR.



- H. Guest policies and guest cards are privileges extended to GVR members to use all GVR facilities subject to the current rules and regulations put forth through Board policy and as defined in the GVR Bylaws. Up to two eligible guests may accompany a Club member only one time during a calendar year.
- I. All Club members and guests shall abide by the published GVR Rules and Regulations and the member Code of Conduct. Violations will jeopardize the privileges of the offending individual through removal from the Club's membership roster and/or possible GVR suspension procedures.

#### ARTICLE IV - Board of Directors

- A. The Club's governing body, the Board, shall consist of a minimum of *four (4)* Directors who are elected by the current club membership. The Board of Directors shall perform duties as prescribed by these Bylaws and by the parliamentary authority adopted by this Club. The Board of Directors shall handle the general supervision of the affairs of the Club between Annual meetings, fix the hour and place of the Annual meeting, make recommendations to the membership and perform other duties as desired by the Club.
- B. Designated Officers within the Board shall consist of a President, Vice President, Secretary and Treasurer and shall be elected by a majority vote of the Club members in attendance at the Annual Meeting. The Board shall enforce the Club's Rules and Regulations, the Club's Bylaws, GVR Bylaws, the Corporate Policy Manual, and GVR Club Rules and Regulations.
- C. The initial Board of Directors shall be determined in any manner necessary to establish the Club and shall serve until the first Annual Meeting. Thereafter, the term of each Director shall be for no more than three years starting at the close of the Annual meeting at which they were elected. The first Board of Directors to be elected shall be composed of the President serving a two-year term, the Vice President serving a one-year term, the Secretary serving a three-year term, and the Treasurer serving a two-year term. Each term will be in addition to the partial term from the date of organization to the first Annual meeting. No Director shall serve more than two consecutive terms. From time to time, a new Board member, known as a Director, may be added in a non-officer position. These Directors shall hold "At-Large" positions with the right to vote. All elections shall take place at the Annual Meeting and shall be by closed ballot. Nominations for election to the Board of Directors may be made by any member in attendance at the Annual meeting.
- D. Responsibilities of Officers:
  - 1. President - The President shall preside at all meetings of the Club and shall carry out all orders and resolutions of the Club. The President shall be the executor of all Club funds and may approve all individual expenditures up



to \$100.00. Expenditures over and above this amount must be approved by a quorum of the Board of Directors.

2. Vice President - In the absence of the President, the Vice President shall perform all duties of the President and when so acting shall have all powers of the President.
3. Secretary – Prepares minutes of the Annual Meeting. Must retain routine correspondence and other administrative records for three years prior to the current year. Certain permanent records, such as membership lists, year-end financial statement, Employer Identification Number, tax exemption, etc., shall be retained for the life of the Club. The Secretary shall sign all formal written communications.
4. Treasurer - Makes all authorized disbursements, records, and deposits in the bank accounts all monies of the Club, prepares a current financial report for the Annual Meeting, prepares a year-end financial report on an annual basis and has books, records, and papers available upon request of any Club member.

E. Transaction of Business

1. With Board in session - A quorum for transaction of business at a Board meeting shall be *four (4)* Directors. Any vote during which a quorum is present shall constitute a valid vote by the Board. If a majority votes in the affirmative, the issue is passed.
2. By email – A vote by the Board via email may be held after an email notice of at least *fourteen (14)* days in advance of the vote has been sent to all directors. Any vote during which a quorum (as described in Item 1 above) responds to the email notice with intent to vote shall be considered a valid vote. If a majority votes in the affirmative, the issue is passed.

**ARTICLE V - Committees**

The President, with the approval of the Club's Board of Directors, shall appoint any Committee deemed necessary.

**ARTICLE VI - Membership Meetings**

- A. The Club's Annual Meeting shall be during the month of February of each fiscal year.
- B. Notice of the Annual Meeting shall be made by email or as necessary by U.S. mail at least *fourteen (14)* days in advance of the meeting and shall set forth, specifically, the nature of the business to be transacted.
- C. A quorum for transaction of business at the Annual Meeting shall be *ten (10)* percent of the entire membership in good standing.



- D. Robert's Rules of Order shall govern the Club in all cases in which they are applicable and in which they are not inconsistent with the Club's Bylaws or any special rules of order the Club may adopt.

#### **ARTICLE VII - Fiscal Period**

- A. The fiscal year shall be January 1st through December 31st. The Club shall prepare a year-end financial statement within *thirty (30)* days following close of the fiscal year. Such statement shall be available to all members at any reasonable time.
- B. The Board of Directors shall recommend an annual budget with final approval from the general Club membership at the Annual Meeting.

#### **ARTICLE VIII - Vacancies**

The Vice President shall perform the duties and exercise the powers of the President during absence or disability. If any other office should become vacant, the remainder of the term shall be filled by appointment by the President with approval from the Board of Directors.

#### **ARTICLE IX - Amendments**

The Board of Directors of the Club may make amendments to these Bylaws with a majority affirmative vote of the membership. The Club must submit any amendments proposed to GVR staff for approval, prior to adoption.

#### **ARTICLE X - Monitoring**

An effective monitoring system shall be maintained by Club Officers to ensure that only Club members and eligible guests are in attendance at meetings and activities of the Club. All participants shall register on a log sheet provided by GVR each time they attend any club meeting, program or activity. Monitors at GVR serve as host/hostess to members, guests and visitors. Monitors are empowered to enforce all Club and all GVR rules and regulations.

#### **ARTICLE XI - Dissolution**

Upon dissolution of the Club, all assets, after all bills are paid, shall be transferred to GVR.

#### **ARTICLE XII - Bylaws**

A copy of these approved Bylaws shall be available to the general membership at the Annual Meeting. All elected Officers and Committee Chairpersons shall be furnished with a copy of the GVR Bylaws and the current approved Club Bylaws after each election.

Approving signatures.

  
\_\_\_\_\_  
Green Valley Recreation

\_\_\_\_\_  
Date 11/30/17

  
\_\_\_\_\_  
Club - Dick Foley, President

\_\_\_\_\_  
Date 11/1/17